1979

TOWN OF WAYLAND

# REPORT

OF THE

# FINANCE COMMITTEE

INCLUDING

## WARRANT ARTICLES

**FOR ANNUAL TOWN MEETING**

# April 4, 1979

With Finance Committee's

RECOMMENDATIONS AND BUDGET

# SOME PERTINENT INFORMATION ABOUT WAYLAND'S TOWN MEETING PROCEDURES

Town Meeting is preceded by a Warrant such as this, mailed to citizens and listing the Articles to be acted upon, along with Recommendations by the Finance Committee. It is important to distinguish between the Articles and the Recommendations.

The Moderator has complete control of the meeting, with authority to rule on any matter. A quorum of 100 citizens is required.

Articles in the Warrant must be considered in the order in which they appear, unless Town Meeting votes by a TWO-THIRDS vote to change the order.

TO ADDRESS THE MEETING: Rise, call out, "Mr. Moderator," and remain standing until you, or someone else, is recognized. You may not speak until you are recognized by the Moderator. Address the chair when making motions, commenting, or requesting information. The correct language is: "Mr. Moderator, I move ....," "Mr. Moderator, may I ask through you" (then state the question which you want some board, official, or previous speaker to answer), or "Mr. Moderator...." and then make your comments or suggestions.

Note that once you sit down after speaking, you relinquish your claim to the floor. Any person must yield the floor if the Moderator so requests. A speaker may only be interrupted by a voter to request he speak louder or for a point of order, some of which are: questions as to legality or propriety of meeting; motion not within scope of Article; doubt of a quorum. No votes are taken on points of order. The Moderator makes the ruling, and it stands.

Every voter has the right to ask questions about parliamentary procedure or make points of order. Otherwise, substantive issues generally may be addressed only if a motion has first been made.

TO MAKE A MOTION: It is quite proper for any voter to offer a motion under any Article. The Town Counsel or Moderator can assist in wording your motion. A motion must both lie within the subject matter of the Article and be legal, or it will be ruled out of order. A motion is made, seconded, repeated by the Moderator, discussed, voted on, and finally disposed of by the Moderator. The Moderator allows, at most, two amendments to a motion at any time. An amendment is moved, discussed, voted on, and then the main motion, either amended or not, is put to a vote.

TO AMEND A MOTION: Obtain the floor, say, "I move to amend the motion by ...." An amendment may delete or add words to the main motion or substitute a completely new sentence or motion. Motions to amend are debatable and require only a MAJORITY vote, even though the main motion may require a two-thirds vote.

TO LIMIT DEBATE: If you think the discussion has gone on long enough, you may "Move the previous question." If this motion is passed, it will stop discussion. This motion requires a TWO-THIRDS vote and may not be amended or debated.

If you wish the meeting to take no action under an Article, you may "Move that the Article be passed over." This takes a MAJORITY vote and, in effect, kills the Article.

If a voice vote is so close that the Moderator is in doubt, or if seven voters challenge his call, he may ask for a standing counted vote. When a two-thirds vote is required, the Moderator usually takes a counted vote unless the voice vote was unanimous.

Questions which usually require a two-thirds vote are: borrowing money; appropriations for purchase or taking of land, sale of land; adoption or amendment of Zoning By-Laws; considering an Article in other than the given order, including returning to an Article; reconsideration of an Article once acted upon and disposed of; moving the previous question. Note: only a majority vote is needed to reconsider an Article before it is disposed of.

TO ADJOURN THE MEETING: If you wish to adjourn the meeting before all the Articles have been disposed of, you may "Move to adjourn until (and name a time and place)." A motion to adjourn takes a MAJORITY vote and may be made at any time during the meeting, even though other motions may be pending. No motion to dissolve Town Meeting is in order until every Article has been considered and acted upon.

## HELPFUL INFORMATION ABOUT WAYLAND

Town Meeting is scheduled to begin on Wednesday, April 4, 1979, at 7:45 P.M. in the High School Field House. If the business of the meeting is not finished that night, a motion will be made to adjourn to Thursday, April 5th. Further, adjournment, if necessary, will be to Monday and Tuesday, April 9th and 10th.

| | 1977-78 | 1978-79 |
|---|---|---|
| Population | 12,882 | 12,723 |
| Registered Voters | 7,464 | 7,464 |
| School Enrollment (October 1, each year) | 3,104 | 2,980 |
| Assessed Valuation | $214,600,000 | $216,799,248 |
| Operating Cost of Town | 10,873,446 | 11,243,774 |
| Tax Receipts | 10,132,541 | 9,940,230 |

The tax rate is $45.85 per $1,000 of assessed valuation.
Town expenditures of $216,800 equals $1.00 on the tax rate.

* Registered voters as of April, 1978.
For further information, refer to the Town Report available at the Town Office.

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# FINANCE COMMITTEE REPORT

## BUDGET SUMMARY

The total budget for the operation of the Town for the period 1 July, 1979 through 30 June, 1980 (FY80) as printed in this Warrant is $12,329,360. This compares to $11,524,216 last year (FY79 budget voted by the Town at the 1978 Annual Town Meeting), an increase of $821,264 or 7.0%.

The Budget Summary table, at page 22 of the Warrant, details the changes in spending within each significant area of Town spending. All negotiated salary increases with the exception of the Highway employees are included in the budget as printed.

## BUDGET BACKGROUND

This year's budget process followed a year in which the Town reduced its operating budget, and achieved a reduction in the Tax Rate of $1.40. The Finance Committee held a preliminary hearing with each department early in the budget process with three objectives: 1. To evaluate the impact the reduced FY79 budget had on each department's operation; 2. To understand the impact of an increase limited to a theoretical 3% on FY80 department operations; and 3. To assess the consequences facing each department and the entire Town should the FY80 budget be capped at the FY79 level.

Subsequent to these preliminary hearings, and in a departure from past practice, the Finance Committee gave each department a "Target Spending Level" rather than an across-the-board percentage guideline.

This spending level was established with prior knowledge of each department's problems and experiences with the FY79 budget, taking into account not only the actual spending level, but also the value to the Town of the various services provided by each department, and the consequences to the Town of a reduction or elimination of those services. These "Target" spending levels totaled $12,329,000.

The budget hearings held subsequent to the publication of these "Targets" resulted in a more detailed understanding of those areas of Town operations which would be most adversely impacted by the level of spending represented by the "Target." This approach forced the Finance Committee to address Town operations not only from a cost point of view, but also from a service standpoint. These hearings resulted in the approval of a FY80 budget of $12,329,360 which the Finance Committee recommends to the Town at this Annual Town Meeting.

## FY80 BUDGET CAP

The budget recommended by the Finance Committee is $805,144 above a possible Legislative "CAP" limiting spending to FY79 budget levels. Several proposals exist at this writing which could change the "CAP" limits and the Finance Committee has not worked out in detail a response to each of the many changing "CAP" bills filed with the Legislature.

The Finance Committee, however, has considered departmental budgets with a limit on FY79 spending in mind. Meeting a FY79 budget level "CAP" would result in the elimination of some existing services.

Based on these considerations, nevertheless, the Finance Committee is proceeding with the budget as recommended in this Warrant and believes it is in the Town's best interest to support the recommended FY80 spending level. A final decision on any "CAP" budget for the Town must, however, wait for the definitive action of the Legislature. At this writing, it is not clear that the Legislature will have acted by Town Meeting.

## ARTICLES

The Articles for FY80 in this Warrant requiring the appropriation of money will, if all are voted in accordance with the recommendations of the Finance Committee, have a total cost of $170,506.

The funds, as proposed in the motions to be made at Town Meeting, would be provided from the following resources:

| | |
|---|---|
| Added to the Tax Rate | $55,500 |
| Provided from E&D and other available funds | 115,006 |
| Total | $170,506 |

## RESERVE FUND

The tight budgets imposed by the guideline budgets of recent years have proved to be too tight to carry out some of the Town's necessary business. The Finance Committee has authorized Reserve Fund transfers at the end of the year, and has typically budgeted $150,000 each year in the Reserve Fund, in anticipation of unforeseen expenses.

The FY80 budget is up, in part, due to an effort to anticipate these expenses permitting a reduction in FY80 budgeted Reserve Fund to $100,000.

## HIGHWAY DEPARTMENT

The Highway Department budget is up $174,837 in FY80. The current FY79 spending level is running significantly over the budget due to a number of state imposed requirements for landfill operations and some extraordinary costs associated with the closing of one landfill site and the opening of a new landfill site. Article 4 in this year's Warrant also requests the transfer of funds from "Excess and Deficiency" to meet FY79 budget needs caused by these additional state spending requirements. These new requirements for the operation of the landfill and the protection of the surrounding areas will add approximately $110,000 to the future annual costs of operating our landfill, and these costs are reflected in the FY80 budget for the first time. The purchase of equipment in FY80, as outlined in the report of the Capital Planning Committee results in an increase of $33,000 in the FY80 budget for major equipment purchases.

The third major area of budget increase is in the snow account. FY79 budget for this service was $30,000. The FY80 budget includes $30,000 for contracted snow removal, $30,000 for salt (a major increase in the cost of this item), and $12,000 for the screening and trucking of sand, or a total increase in the account over FY79 of $42,000.

The Highway Department has reduced its manning by two people in FY80.

## LIBRARY

The Library budget for FY80 provides less to the Town in the way of basic services, but is $19,515 higher than FY79 in order to meet the increasing maintenance and repair costs need in the Library Building. The repointing of the building and the repair of gutters which are an integral part of this building represent a large investment, and are required by the Town to preserve this structure and to eliminate a worsening condition causing leaks in the building.

## TOWN OFFICE PERSONNEL

The FY80 budget includes an increase of approximately $26,000 to fund the addition of 2-1/2 people in the Town Office Building. These additions, together with a proposed reorganization of responsibilities within the Town Office, represent a plan to provide the capability to handle what has become an overwhelming workload for the present Town Building personnel. Of this increase, $5,000 will provide an additional 1/2 clerk in the Inspection Department to handle an additional workload caused by two factors: (1) the clerical support required by the Zoning Board of Appeals due to an increased workload of the Board, and the loss of some voluntary clerical services provided in the past by Board members, (2) the increased number of hearings, together with a major new State requirement that a decision by the Board be rendered within 45 days of the petition or it is automatically approved.

The addition of approximately $9,000 in Town Office salaries will provide clerical support for the position of Administrator of Financial Services and Personnel. This position is a new position in the Town Office, and a recognition of the responsibilities being performed by the Administrative Assistant and the need to expand his contribution in such areas as support to the Finance Committee, Personnel Board and supervision of the Town Accountant, Treasurer-Collector and Data Processing Manager. He will also provide guidance in the areas of collection, expenditures and record keeping of the Town's financial transactions, and head the Town's efforts to improve insurance protection and investment of funds. He will also be responsible for personnel issues, personnel records and handling of grievances.

The new position of Administrative Assistant to the Executive Secretary (approximate cost of $12,000) and Senior Clerk will provide staff to help the Executive Secretary manage the Town's business. The increasing workload in the general business of the Town includes such areas as general supervision of the Town Office Building, support to the Board of Selectmen, liaison between the Board of Selectmen and other Town boards, the response and research required by changing State Statutes, the organization, publication and administration required to support legal notices, public hearings, records of meetings and notices of appointments required by law and the handling of grant applications and insurance claim processing. The Administrative Assistant will assist the Executive Secretary in these duties. The Finance Committee feels these additional positions are required to reasonably conduct the business of the Town.

## NEW BUDGET FORMAT

The Finance Committee has made two significant changes in the budget format this year. First, we changed the column headings:

| | | | |
|---|---|---|---|
| OLD FORMAT: | Appropriated and Transferred Fiscal Year 1979 | Expended 07/01/78 12/31/78 | Recommended Fiscal Year 1980 |
| NEW FORMAT: | Expended FY78 | Appropriated FY79 | Recommended Fiscal Year 1980 |

Information on expenditures 07/01/78 - 12/31/78 is available at the Town Office. The Finance Committee feels this change provides a better budget perspective for the Town as it considers the FY80 budget.

The second major change in budget format involves a change in budget line item content. In previous years, the salaries of clerical people employed in the Town Building were contained in the budget line item TOWN OFFICES - SALARIES. This year, the salaries of these clerks are included as line items in the Department budget in which they work, as shown below. For administrative purposes, the clerks remain under the supervision of the Executive Secretary.

| | | | |
|---|---|---|---|
| 1. | Date Processing Budget: | | |
| | Senior Clerk | $10,861 | $10,861 |
| 2. | Treasurer-Collector Budget: | | |
| | Asst. Treasurer | $12,130 | |
| | Junior Clerk (PT) | 5,768 | $17,898 |
| 3. | Assessors Budget: | | |
| | Principal Clerk | $12,270 | |
| | Senior Clerk | 10,079 | $22,349 |
| 4. | Inspection Budget: | | |
| | Principal Clerk (2) | $10,675 | |
| | | 9,311 | $20,072 |
| 5. | Park and Recreation Budget: | | |
| | Principal Clerk | $10,461 | $10,461 |
| 6. | Town Clerk Budget: | | |
| | Senior Clerk | $ 7,700 | $ 7,700 |
| | | TOTAL | $89,341 |

TAX RATE OUTLOOK

The Finance Committee has attempted to project the impact of this budget and other assumptions contained in the tables below to estimate the FY 80 Tax Rate. The assumption of an approximately $50,000 increase in State Aid excludes the impact of any Tax Cap Legislation. The passage of a "CAP" could effect this estimate. The projection we have made indicates a Tax Rate increase of approximately $1.00 per thousand of assessed valuation, an increase of 2.2%.

WAYLAND INCOME AND EXPENSE STATEMENT

| | FY 1978 | FY 1979 | Projected FY 1980 |
|---|---|---|---|
| Budget | $ 11,533,000 | $ 11,524,000 | $ 12,329,000 |
| Articles | + 313,000 | + 323,000 | + 171,000 |
| *Other Local Expenses | | + 190,000 | + 30,000* |
| TOTAL TOWN EXPENSE | 11,846,000 | 12,037,000 | 12,530,000 |
| Net "Cherry Sheet" | - 620,000 | - 983,000 | -1,030,000** |
| | 11,226,000 | 11,054,000 | 11,500,000 |
| Overlay Expense | + 142,000 | + 214,000 | + 170,000 |
| | 11,368,000 | 11,268,000 | 11,670,000 |
| Federal Revenue Sharing | - 242,000 | - 247,000 | - 202,000 |
| Net to be Raised by Town | 11,126,000 | 11,021,000 | 11,468,000 |
| Town Estimated Receipts | - 680,000 | - 780,000 | - 941,000 |
| Net to be Raised | 10,446,000 | 10,241,000 | 10,527,000 |
| Paid from Avail.Funds | - 313,000 | - 301,000 | - 131,000 |
| To be Raised from Taxes | 10,133,000 | 9,940,000 | 10,396,000 |
| Assessed Valuation | 214,445,000 | 216,800,000 | 222,000,000 |
| Tax Rate--Total Costs ÷ Valuation x 1000 | $47.25 | $45.85 | $46.80 |

* Includes storm emergency expense and contractual liabilities.

** The Town has not received its "Cherry Sheet" statement of State reimbursements.

## HISTORICAL BUDGET SUMMARY

| Year | School | Town | Total | Increase | % |
|---|---|---|---|---|---|
| 1980 (Fiscal Year) | $7,204,163 | $5,125,197 | $12,329,360 | $ 805,144 | 7.0 |
| 1979 (Fiscal Year) | 6,862,604 | 4,661,612 | 11,524,216 | (- 8,784) | (-0.07) |
| 1978 (Fiscal Year) | 6,960,000 | 4,573,000 | 11,533,000 | 659,000 | 6.1 |
| 1977 (Fiscal Year) | 6,704,000 | 4,169,000 | 10,873,000 | 514,000 | 5.0 |
| 1976 (Fiscal Year) | 6,298,000 | 4,061,000 | 10,359,000 | 573,000 | 5.9 |
| 1975 (Fiscal Year) | 5,934,000 | 3,852,000 | 9,786,000 | 1,002,000 | 11.6 |
| 1973/74 (18 Mos.) | 7,919,000 | 4,999,000 | 12,918,000 | 4,800,000 | 59.1 |
| 1972 (Cal. Year) | 4,880,000 | 3,168,000 | 8,048,000 | 1,254,000 | 18.5 |
| 1971 | 4,488,000 | 2,346,000 | 6,794,000 | 541,000 | 8.7 |

## Town Revenues, Exclusive of Real Estate Taxes

| | 1974 | 1975 | 1976 | 1977 | 1978 |
|---|---|---|---|---|---|
| Auto Excise Taxes | $ 681,000 | $ 633,000 | $ 489,000 | $ 560,000 | $ 635,000 |
| Fees, Fines, Interest, etc. | 206,000 | 221,000 | 192,000 | 208,000 | 306,000 |
| Federal Revenue Sharing | 146,000 | 158,000 | 242,000 | 248,000 | 202,000 |
| Net Receipts from State (Cherry Sheet) | 1,387,000 | 1,073,000 | 969,000 | 923,000 | 1,030,000 |
| TOTAL REVENUES | $2,420,000 | $2,085,000 | $1,892,000 | $1,939,000 | $2,173,000 |
| Raised from Taxes | $8,165,000 | $8,930,000 | $10,133,000 | $9,940,000 | $10,396,000 |

## CAPITAL PLANNING COMMITTEE (CPC)

The CPC established in March of 1978, has made a major contribution to the Town in its analysis of proposed capital expenditures for all Town Departments. It not only provided recommendations to the Finance Committee on all proposed capital expenditures for the next fiscal year, but worked closely with the Finance Committee and Town Departments throughout the long budget process, providing insight and advice on the integration of capital purchases within the operating budgets. The CPC has provided a previously missing focus in the planning of capital expenditures, and their work will become even more useful in the ensuing years as the five year forecast is updated and refined as part of an annual process. A copy of the CPC's CAPITAL BUDGET AND PROGRAM is printed as Appendix D in this Warrant.

## TAX RATE FACT FINDING COMMITTEE

This Committee undertook the massive assignment of reviewing the Tax Rate in other towns and comparing Wayland's expenditure levels for all major Town services with those of eleven other "comparison" towns. The Committee's Report helped the Finance Committee and the Town gain a broader understanding of the priorities and approaches taken by other communities facing problems similar to Wayland's. The increased perspective has already helped the Finance Committee significantly in setting budget priorities this year. Copies of the report will be available in the near future at the Town Offices and the Libraries. This information was obtained from many sources and highlights the need for a common data base on which to make future comparisons.

## THE FLOOD OF 1979

The financial impact to the Town due to the February, 1979 flood is approximately $30,000 of unplanned expense. The bulk of this cost was in the Fire and Highway Departments' overtime pay to provide emergency services during this period. It is not known at this writing whether the Town will recoup any of these costs through Federal Aid.

## NOTE OF APPRECIATION

The Finance Committee would like to make the Town aware of the special demands created by the large number of volunteer Boards and Committees working in the services of the Town. These Boards and Committees, both elected and appointed, are "creatures of the night;" most of their work taking place in the evening and on weekends. This places unusual demands on those Town employees charged with carrying out the business of the Town during normal business hours, and also providing support and services to the Boards and Committees during their evening activities.

The Finance Committee takes this opportunity to report to the Town the extraordinary service provided to the Town and this Committee by Edward N. Perry, Executive Secretary of the Town, F. John O'Reilly, Jr., Administrator of Financial Services and Personnel, Alice J. Weldon and Elizabeth G. Parker throughout the long, difficult process involved in preparation of the Budget and Town Warrant.

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss. Town of Wayland

* * * WARRANT * * *

To any of the Constables of the Town of Wayland, Greeting:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify all residents of the Town of Wayland, who shall be qualified to vote in accord with the provisions of G.L. Chapter 51, Section 1, to come to their respective polling places (Precinct 1 in the Gymnasium of the Town Office Building and Precinct 2 in the Junior High School) on

MONDAY, APRIL 2, 1979 BETWEEN 7:00 A.M. and 8:00 P.M.

to choose the following Town officers by ballot from Wayland's registered voters for the following terms of office:

A Moderator, for one year;

One member of the Park and Recreation Commission for two years;

Two Selectmen, two members of the School Committee, one Assessor, two Trustees of the Public Library, one member of the Board of Health, one Road Commissioner, two members of the Park and Recreation Commission, one Water Commissioner, one Commissioner of Trust Funds, each for three years;

Two members of the Planning Board for five years;

as well as such other Town officers as may be necessary.

You are also required to notify all such residents of Wayland to meet in the Field House of the Wayland High School on

WEDNESDAY, APRIL 4, 1979, at 7:45 P.M.

to act on the following Articles:

Notice: It is the intention of the Finance Committee to request of the Town that if adjourned meetings be necessary to complete the action on the Warrant, they be held Thursday, April 5 and Monday, April 9, 1979.

* * * * * * * * * *

ARTICLE 1. TO HEAR REPORTS

Article 1. To receive and act upon reports of Town officers, agents, and committees; or take any action relative thereto.

ARTICLE 2. TO CHOOSE OFFICERS

Article 2. To choose Town officers, agents and committees not elected by the official ballot.

ARTICLE 3. AMEND WAGE AND SALARY PLAN

PROPOSED BY: PERSONNEL BOARD

Article 3. To see whether the Town will vote to amend the Wage and Salary Classification Plan previously adopted by the Town by deleting the entire Article II, Section 1, and substituting the Appendix A of this Report in place thereof, and by establishing effective dates for such amendment; or take any action relative thereto.

COMMENTS: As of the April 1979 Town Meeting, Personnel Board negotiations were continuing with the Highway employees for fiscal year 1980. The Fire Fighters' unit was in the first year of a three-year contract which calls for annual increases of 8%, 6%, and 4%. The Police, Water and Park and Recreation units were in the first year of two-year contracts which call for annual increases of 6% and 5%. The Clerical unit was in the first year of a two-year contract, with raises of 4% each year and an added step in the classification plan each year. Negotiations were continuing also with the Traffic Control Personnel Association.

Most non-union employees were granted increases of 5% for fiscal year 1980, following increases of 6% for fiscal year 1979, the same pattern as many of the union employees listed above.

The Personnel Board recommendation for Administrative and Professional staff are set forth in Appendix A. Increases for these persons averaged 4% for fiscal year 1979 and the Board, the Board of Selectmen and the Finance Committee believe that increases of approximately 6.7% for those continuing in their present positions are appropriate for the coming fiscal year.

As set forth in the Finance Committee Report and reflected in Appendix A, the Selectmen in conjunction with the Personnel Board and with the approval of the Finance Committee are engaged in a restructuring of the central office staff. A new position of Administrator of Financial Services and Personnel has already been adopted and the former Administrative Assistant has been promoted to the position. Vacancies exist in the positions of Fire Chief, Town Accountant, Administrative Assistant, and Data Processing Manager. To provide for possible need to pay more than the budget provides to fill these vacancies and to provide for possible changes in salary ranges in the restructuring of positions, the Personnel Board is requesting an increase of $3,000 in its Adjustment Fund. This Fund is used to pay the costs of reclassification of jobs, promotions, and for funding union settlements occurring between Town Meetings.

The Personnel Board has placed an Appendix A, for approval by the Town as an amendment to the Wage and Salary Classification Plan, in the Warrant this year. Appendix A sets forth the pay rates for all Town non-elected positions. The Board believes this is a clear and more concise presentation to the Town. At the request of the Finance Committee, the Personnel Board has prepared two other appendices, B and C, setting forth School and Elected Officials pay rates.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

ARTICLE 4. TRANSFERS - CURRENT FISCAL YEAR

PROPOSED BY: FINANCE COMMITTEE

Article 4. To see if the Town will appropriate a sum or sums of money for the operation and expenses of various Town departments; to determine whether such appropriations shall be provided by taxation, by appropriation from available funds, by transfer of funds already appropriated for another purpose, or received as grants from the Commonwealth or Federal government, by borrowing under the provisions of Chapter 44 of the General Laws or otherwise; and to determine what Town officer, board or committee or combination of them shall be authorized to expend the money or monies appropriated therefor; or take any action realtive thereto.

COMMENTS: In a major change of the format of the Warrant this year, the Budget Article has been renumbered as Article 5 to permit a matter of "old business" to precede the budget deliberations for the coming year.

Since the Annual Town Meeting now occurs before the end of the current year, the meeting is permitted to make transfers for the current fiscal year. This avoids the necessity of calling a Special Town Meeting for this purpose. Henceforth, the Finance Committee plans to have an Article in the Warrant for the Annual Town Meeting each year which will be entitled "Transfers-Current Fiscal Year." This Article will be numbered Article 4 and the regular Budget Article will be Article 5.

This year, under Article 4 the Finance Committee will make a motion to authorize the purchase of two pieces of highway equipment and a $7,000 Fire Department pick-up truck for which funds were appropriated by previous Town Meetings. The Finance Committee will also make three motions, under this Article, to see if the Town will authorize a number of transfers from

available funds to cover certain actual or expected overruns in the Fiscal 1979 budget (that is, the budget year that we are now in and which ends on June 30 of this year).

The first motion under this Article calls for the transfer of $43,004 from the Highway Department account entitled "Equipment Reserve" to the account entitled "Heavy Duty Truck," making a total in that account of $59,754. This amount would be used to purchase two heavy duty dump trucks.

At the 1977 Annual Town Meeting the Town voted to appropriate $16,750 to purchase one dump truck for the Highway Department. The Highway Department did not accept delivery, since the truck did not meet the specifications. In the meantime, the Highway Department had concluded that it would be more economical in the long run to purchase a more expensive, heavier duty, dump truck. As to the other vehicle, the Highway Department has been experiencing difficulties in keeping its oldest Reo dump truck in operation, due to the bankruptcy of that manufacturer and the growing difficulty of obtaining spare parts. There will be no effect on the tax rate this year by reason of this equipment purchase.

The remaining motions under this Article involve the appropriation of a total of $161,000 to cover the following expenditures incurred during the current year which were not anticipated nor included in the Fiscal 1979 budget:

1. The first motion calls for transfer of $100,000 from available funds - Excess and Deficiency - to the Highway Department account entitled "Maintenance: Care of Dump." This represents additional funds spent or to be spent during the current fiscal year

for the care of the old dump and the preparation of the new dump. The seemingly endless escalation in the cost of running the dump through increasing governmental regulation has been the cause of great concern on the part of Town government; and as a result a Solid Waste Disposal Committee has been organized by the Board of Selectmen and Highway Commissioners to study the question of the best way to dispose of solid waste. That Committee is at work and expects to make a report at the Annual Town Meeting. In the meantime, every effort is being made to both manage the old dump and prepare the new dump at a minimum level of expenditure consistent with meeting the legal requirements of the State Department of Environmental Quality Engineering. For example, some of the trucking of dump cover has been subcontracted because it could be done more inexpensively and also because the Highway Department does not have the personnel or equipment capacity to carry out this work while at the same time fulfilling its other responsibilities.

2. The second motion will ask for the transfer of $20,274 from avail-funds - "Excess and Deficiency" to the "Maturing Debt and Interest - Maturing Debt: - Old Junior High School" account to cover the cost in the current year of a portion of the first year's repayment of principal on the borrowing for the new Town Building. This additional appropriation was required because of the timing of the

issuance of the serial bonds to replace the short-term borrowing made during the reconstruction phase of the project.

3. The third motion will ask for the transfer of $39,000 from available funds - "Excess and Deficiency" to the "Land Purchases: Boston Edison - Post Road, North Side and Post Road, South Side" accounts in the Unclassified Section of the budget to cover the balance due the Boston Edison Company for two parcels of land on either side of Route 20 at the top of Sand Hill which were acquired by a taking for dump purposes under Articles 4 and 5 of the Special Town Meeting in November, 1969. The price has been in dispute and litigation since that time. The negotiated settlement of the litigation was finally arrived at by the Town and the Boston Edison this year, resulting in a total purchase price of $60,000, of which $21,000 was previously appropriated and is available in these two accounts. In the process of solving this dispute Boston Edison Company also agreed to relinquish its claim to a reversionary interest in the land on which is located the Wayland Center Train Depot. The purchase price for the two parcels of land on Sand Hill is well below the appraisal received by the Town in connection with the litigation.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

## ARTICLE 5. RAISE AND APPROPRIATE -- BUDGET

PROPOSED BY: FINANCE COMMITTEE

Article 5. To see what sums of money the Town will appropriate for the operations and expense of the Town and to determine how such appropriations shall be provided.

COMMENTS: The following is a budget summary of the motion the Finance Committee expects to make under the Article. See Finance Committee Report for additional budget information.

BUDGET SUMMARY

| | Appropriated Fiscal Year 1978 | Appropriated Fiscal Year 1979 | Budget Fiscal Year 1980 | Percent Increase |
|---|---|---|---|---|
| General Government | $ 537,872 | $ 543,197 | $ 568,788 | 4.71 |
| Protection | 1,103,021 | 1,103,873 | 1,198,569 | 8.58 |
| Health | 222,930 | 219,703 | 228,961 | 4.21 |
| Highway | 512,106 | 500,365 | 675,202 | 34.94 |
| Veterans' Benefits | 25,730 | 12,970 | 12,700 | (-2.08) |
| Schools | 6,925,402 | 6,802,130 | 7,204,163 | 5.91 |
| Town Office Building | 35,000 | 60,474 | 97,606 | 61.4 |
| Regional Vocational Sch. | 227,560 | 218,007 | 180,442 | (-17.23) |
| Libraries | 180,862 | 170,460 | 189,975 | 11.45 |
| Park & Recreation | 268,741 | 285,512 | 323,497 | 13.3 |
| Unclassified | 539,650 | 680,445 | 579,395 | (-14.85) |
| Water | 16,225 | 16,060 | * | |
| Debt & Interest | 938,060 | 911,020 | 1,070,062 | 17.46 |
| TOTALS | 11,533,159 | 11,524,216 | 12,329,360 | 6.99 |

* Appropriation for Hydrant Rental now in Unclassified.

MOTION UNDER ARTICLE 5

For what it considers to be the proper management of the Town and its finances, the Finance Committee makes the following recommendations, and they are, therefore, incorporated under the motion to be made under Article 5 at the Annual Town Meeting, as follows:

That all employees in the Wayland Town Building, the Public Safety Building and the Cochituate Town Building, other than elected officials and those of the Police, Fire and School Departments, come under the supervision of the Executive Secretary and that he be charged with the operation, maintenance, and administration of these buildings, the equipment and their grounds, except as to the Wayland Town Building, the Executive Secretary shall be responsible for its administration and use;

The operation of the dumps be under the supervision of the Road Commissioners;

The appropriation under Fire Department for "Purchase -- Major Equipment," and under Conservation Commission for "Conservation Fund" be maintained as funds against future purchases and not be expended without further direct vote of the Town;

The Town Collector continue to act as Collector for the Water Department, and that all fees and penalties from whatever source be turned over to the Town as Town Income;

The appropriation for "Hydrant Rental" of $16,000 for the Water Department granted in the Budget be transferred to "Water Available Surplus;"

The sum of $201,950.23 from "Revenue Sharing PL-94-488" be transferred from this account for application against the item "Salaries -- Patrolmen."

The Office of the Town Clerk be continued on a salary basis and that all fees from whatever source derived be turned over to the Town as Town Income.

All fees, wages or payments made to the Tree Warden, from whatever source, be turned over to the Town as Town Income.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

FINANCE COMMITTEE BUDGET FOR FISCAL YEAR 1980
(July 1, 1979 - June 30, 1980)

| | Expended FY 1978 | Appropriated FY 1979 | Recommended Fiscal Year 1980 | Item No. |
|---|---|---|---|---|
| | GENERAL GOVERNMENT | | | |
| GENERAL GOVERNMENT - TOTALS | 568,224 | 543,197 | 568,788 | |
| SELECTMEN: | | | | |
| Salaries (5). . . . . | $ 500 | $ 500 | $ 500 | 1 |
| Expense . . . . . | 6,283 | 4,200 | 4,000 | 2 |
| Real Estate Option. . . . . | 1,000 | 950 | 950 | 3 |
| Out of State Travel . . . . | 89 | 50 | 50 | 4 |
| | 7,872 | 5,700 | 5,500 | |
| CIVIL DEFENSE: | | | | |
| Dir.Aux.Pol.-Salary . . . . | 600 | 1,200 | 1,200 | 5 |
| Equip.-Ammo-Supplies. . . . | 1,497 | 2,865 | 2,965 | 6 |
| Emergency Fund. . . . . | 0 | 100 | 0 | |
| | 2,097 | 4,165 | 4,165 | |
| TOWN OFFICES: | | | | |
| Salaries. . . . . | 198,400 | 198,980 | 147,828 | 7 |
| Expense . . . . . | 20,440 | 21,400 | 23,375 | 8 |
| Equipment . . . . . | 4,650 | 3,850 | 4,790 | 9 |
| Electricity . . . . . | 9,226 | 8,900 | 9,600 | 10 |
| Telephones. . . . . | 22,723 | 19,250 | 22,000 | 11 |
| Gasoline . . . . . | 22,500 | 22,500 | 23,500 | 12 |
| Audit of Accounts . . . . . | 9,015 | | | |
| | 286,954 | 274,880 | 231,093 | |
| PUBLIC SAFETY BUILDING: | | | | |
| Maintenance . . . . . | 24,800 | 19,000 | 21,900 | 13 |
| COCHITUATE TOWN BUILDING: | | | | |
| Maintenance . . . . . | 7,442 | 7,220 | 8,750 | 14 |
| | 32,242 | 26,220 | 30,650 | |

| | Expended FY 1978 | Appropriated FY 1979 | Recommended Fiscal Year 1980 | Item No. |
|---|---|---|---|---|
| DATA PROCESSING: | | | | |
| Equipment Rental. . . . . | 26,666 | 26,270 | 25,730 | 15 |
| Peripheral (Discs). . . . . | 450 | 0 | 350 | 16 |
| Forms and Supplies. . . . . | 7,000 | 7,500 | 8,430 | 17 |
| Engineering Fees. . . . . | 1,000 | 500 | 500 | 18 |
| Education . . . . . | 1,000 | 500 | 350 | 19 |
| D.P.Coordinator . . . . . | 16,100 | 16,800 | 18,000 | 20 |
| Computer Operator (1) | | | 10,861 | 21 |
| | 52,216 | 51,570 | 64,221 | |
| TREASURER-COLLECTOR: | | | | |
| Salary. . . . . | 15,250 | 15,750 | 17,000 | 15 |
| Clerical (1½) . . . . . | | | 17,898 | 16 |
| Expense . . . . . | 788 | 800 | 1,000 | 17 |
| Tax Title Expense . . . . . | 1,563 | 1,000 | 1,000 | 18 |
| Deputy Collector-Expense. . | 600 | 600 | 800 | 19 |
| Bond Issue Expense. . . . . | 8,889 | 13,000 | 0 | |
| | 27,090 | 31,150 | 37,698 | |
| ASSESSORS: | | | | |
| Salaries (3). . . . . | 3,098 | 3,100 | 3,100 | 20 |
| Clerical (2). . . . . | | | 22,349 | 21 |
| Expense . . . . . | 1,529 | 1,250 | 1,400 | 22 |
| Professional Services . . . | 500 | 4,000 | 3,500 | 23 |
| Expert Appraisal- From FY 1977. . . . . | 2,166 | | | |
| Print Valuation Book. . . . | | 200 | | |
| | 7,293 | 8,550 | 30,349 | |
| FINANCE COMMITTEE: | | | | |
| Expense . . . . . | 90 | 65 | 90 | 24 |
| PERSONNEL BOARD: | | | | |
| Expense . . . . . | 100 | 100 | 100 | 25 |
| Handbook Printing . . . . . | 0 | 0 | 0 | |
| Adjustment Fund . . . . . | 2,000 | 2,000 | 5,000 | 26 |
| | 2,100 | 2,100 | 5,100 | |

| | Expended FY 1978 | Appropriated FY 1979 | Recommended Fiscal Year 1980 | Item No. |
|---|---|---|---|---|
| TOWN COUNSEL: | | | | |
| Retainer. . . . . | 8,000 | 12,000 | 12,000 | 27 |
| Professional Services . . . | 13,115 | 6,000 | 6,000 | 28 |
| Conveyancing. . . . . | 2,500 | 2,140 | 1,500 | 29 |
| Accrued Taxes on Acquired Property. . . . . | 2,457 | 1,500 | 1,500 | 30 |
| Legal Expenses. . . . . | 2,581 | 2,000 | 1,500 | 31 |
| Litigation. . . . . | 27,969 | 12,000 | 22,500 | 32 |
| | 56,622 | 35,640 | 45,000 | |
| REGISTRARS: | | | | |
| Salaries. . . . . | 200 | 200 | 200 | 33 |
| Listing . . . . . | 957 | 2,000 | 1,700 | 34 |
| Transportation. . . . . | 30 | 50 | 50 | 35 |
| | 1,187 | 2,250 | 1,950 | |
| TOWN CLERK: | | | | |
| Salary . . . . . | 12,500 | 13,100 | 14,100 | 36 |
| Add.Comp.-GL 41-S19G. . . . | 400 | 400 | 400 | 37 |
| Clerical (1). . . . . | | | 7,700 | 38 |
| Expenses. . . . . | 289 | 300 | 600 | 39 |
| | 13,189 | 13,800 | 22,800 | |
| ELECTIONS: | | | | |
| Officers-Salaries . . . . . | 1,354 | 4,600 | 2,000 | 40 |
| Expense . . . . . | 921 | 1,275 | 960 | 41 |
| | 2,275 | 5,875 | 2,960 | |
| PLANNING BOARD: | | | | |
| Clerical. . . . . | 400 | 400 | | |
| Expense . . . . . | 2,250 | 4,600 | 3,000 | 42 |
| Professional Services . . . | 4,137 | 5,000 | 2,000 | 43 |
| Aerial Mapping. . . . . | 5,600 | 5,000 | 5,000 | 44 |
| Zoning By-Law . . . . . | 6 | | 1,000 | 45 |
| Mainstone Evaluation. . . . | | | 4,000 | 46 |
| | 12,393 | 15,000 | 15,000 | |

| | Expended FY 1978 | Appropriated FY 1979 | Recommended Fiscal Year 1980 | Item No. |
|---|---|---|---|---|
| TOWN SURVEYOR: | | | | |
| Salary. . . . . | 19,300 | 20,350 | 21,300 | 47 |
| Labor-Assistants (2). . . . | 21,196 | 22,634 | 24,222 | 48 |
| Expense . . . . . | 1,386 | 1,648 | 1,790 | 49 |
| Prelim.Bttmt.Survey . . . . | 215 | | | |
| Highway Engineering . . . . | 1,053 | | | |
| Town Atlas. . . . . | 900 | | | |
| Master Survey Equipment . . | | 1,900 | 2,100 | 50 |
| | 44,050 | 46,532 | 49,412 | |
| CONSERVATION COMMISSION: | | | | |
| Conservation Administrator. | 11,565 | 12,100 | 15,000 | 51 |
| Expense . . . . . | 4,603 | 4,600 | 4,200 | 52 |
| Appraisals. . . . . | 1,250 | 3,000 | | |
| Professional Services . . . | | | 3,000 | 53 |
| Capital Improvements. . . . | 2,136 | | | |
| Aerial Mapping. . . . . | 1,000 | | | |
| | 20,554 | 19,700 | 22,200 | |
| HISTORICAL COMMISSION: | | | | |
| Professional Services . . . | | | 300 | 54 |
| Supplies. . . . . | | | 300 | 55 |
| | | | 600 | |
| TOTAL GENERAL GOVERNMENT | 568,224 | 543,197 | 568,788 | |

| | Expended FY 1978 | Appropriated FY 1979 | Recommended Fiscal Year 1980 | Item No. |
|---|---|---|---|---|
| | PROTECTION | | | |
| POLICE DEPARTMENT - TOTALS | 553,549 | 555,832 | 572,074 | |
| POLICE DEPARTMENT: | | | | |
| Salaries: | | | | |
| Chief. . . . . | 24,419 | 25,818 | 28,873 | 1 |
| Lieutenant . . . . . | 17,476 | 19,878 | 21,782 | 2 |
| Youth Officer. . . . . | 16,949 | 17,749 | 18,585 | 3 |
| Sergeants (5). . . . . | 82,358 | 87,830 | 95,893 | 4 |
| Detectives (1) . . . . . | 29,658 | 31,572 | 16,288 | 5 |
| Patrolmen (15) . . . . . | 198,930 | 195,497 | 222,098 | 6 |
| Dispatchers (3 - 1 PT) . . | 22,560 | 23,753 | 24,316 | 7 |
| Interns. . . . . | 5,603 | 5,700 | 5,720 | 8 |
| Overtime . . . . . | 36,873 | 36,400 | 36,000 | 9 |
| Holidays . . . . . | 13,287 | 15,137 | 15,742 | 10 |
| Crossing Guards. . . . . | 24,542 | 15,972 | | |
| Specials . . . . . | 4,083 | 2,400 | 2,400 | 11 |
| Court Time . . . . . | 4,652 | 5,710 | 6,000 | 12 |
| Dudley Pond Patrol . . . . | 1,500 | | | |
| Clerk. . . . . | 9,812 | 10,565 | 10,055 | 13 |
| Night Differential . . . . | | | 5,692 | 14 |
| General Expense. . . . . | 12,203 | 12,000 | 12,000 | 15 |
| New Equipment. . . . . | 2,605 | 1,000 | 1,000 | 16 |
| Juvenile Safety Program. . | 1,318 | 900 | 800 | 17 |
| Out of State Travel. . . . | 626 | 350 | 550 | 18 |
| Training . . . . . | 5,000 | 4,600 | 4,600 | 19 |
| Uniform Expense. . . . . | 8,026 | 8,230 | 7,480 | 20 |
| Police Cars (4). . . . . | 17,350 | 21,671 | 22,900 | 21 |
| Cars Operating Expense . . | 10,394 | 9,900 | 9,900 | 22 |
| Special Services . . . . . | 805 | 600 | 600 | 23 |
| Teleprocess. . . . . | 2,220 | 2,300 | 2,500 | 24 |
| Community Relations. . . . | 300 | 300 | 300 | 25 |
| TOTAL POLICE DEPARTMENT | 553,549 | 555,832 | 572,074 | |

| | Expended FY 1978 | Appropriated FY 1979 | Recommended Fiscal Year 1980 | Item No. |
|---|---|---|---|---|
| FIRE DEPARTMENT - TOTALS | 497,786 | 489,241 | 541,463 | |
| FIRE DEPARTMENT | | | | |
| Salaries: | | | | |
| Chief. . . . . | 22,100 | 22,900 | 26,000 | 26 |
| Deputy Chief . . . . . | 18,313 | 19,220 | 20,606 | 27 |
| Captains (3) . . . . . | 49,043 | 51,919 | 57,393 | 28 |
| Firefighters (20). . . . . | 273,347 | 287,670 | 327,017 | 29 |
| Overtime . . . . . | 58,840 | 38,273 | 46,000 | 30 |
| Call Back Pay. . . . . | 15,741 | 8,032 | 8,000 | 31 |
| Holiday Pay. . . . . | 17,679 | 18,477 | 20,247 | 32 |
| Call Men - Hourly. . . . . | 4,500 | 4,500 | 4,500 | 33 |
| Annually. . . . . | 2,100 | 2,100 | 2,100 | 34 |
| Clerical - Part Time . . . | 2,000 | 1,500 | 1,500 | 35 |
| General Expense. . . . . | 5,898 | 5,900 | 7,175 | 36 |
| New Equipment - Hose, Misc. | 5,200 | 5,200 | 5,200 | 37 |
| Major Equipment. . . . . | | 10,000 | | |
| Ambulance Salaries and Expense. . . . . | 12,000 | 4,500 | 4,500 | 38 |
| Alarm System - Maint. and Ext. . . . . | 3,536 | 3,500 | 3,500 | 39 |
| Uniform Expense. . . . . | 3,897 | 3,750 | 5,925 | 40 |
| Training and Education . . | 2,892 | 1,500 | 1,500 | 41 |
| Out of State Travel | 700 | 300 | 300 | 42 |
| TOTAL FIRE DEPARTMENT | 497,786 | 489,241 | 541,463 | |

| | Expended FY 1978 | Appropriated FY 1979 | Recommended Fiscal Year 1980 | Item No. |
|---|---|---|---|---|
| INSPECTION DEPARTMENT - TOTALS | 48,012 | 58,800 | 85,032 | |
| INSPECTION DEPARTMENT | | | | |
| Building and Zoning Inspector | | | | |
| Salary. . . . . | 17,250 | 17,250 | 18,000 | 43 |
| Expense . . . . . | 3,340 | 3,000 | 3,035 | 44 |
| Clerical (2). . . . . | | | 20,072 | 45 |
| Deputy Building Inspector . . (Part Time) | | 10,400 | 10,000 | 46 |
| Expense | | | 240 | 47 |
| Wiring Inspector: | | | | |
| Salary . . . . . | 7,130 | 7,130 | 7,130 | 48 |
| Expense . . . . . | 700 | 700 | | |
| Gas Inspector: | | | | |
| Salary. . . . . | 2,775 | 2,775 | 2,775 | 49 |
| Expense . . . . . | 300 | 300 | | |
| Plumbing Inspector: | | | | |
| Salary. . . . . | 2,775 | 2,775 | 2,775 | 50 |
| Expense . . . . . | 300 | 300 | | |
| Inspectors Expense (Wiring, Gas, Plumbing) . . . . . | | | 1,685 | 51 |
| Substitute Inspectors: | | | | |
| Salary (3). . . . . | 650 | 650 | 650 | 52 |
| Expense . . . . . | 150 | 150 | | |
| Zoning Board of Appeals: | | | | |
| Expense . . . . . | 442 | 500 | 550 | 53 |
| Sealer-Weights and Measure: | | | | |
| Salary. . . . . | 250 | 250 | 250 | 54 |
| Expense . . . . . | 50 | 50 | 50 | 55 |
| Dog Officer: | | | | |
| Salary. . . . . | 9,800 | 9,800 | 10,300 | 56 |
| Operating Expenses. . . . . | 650 | 770 | 820 | 57 |
| Boarding and Veterinarian Fees. . . . . | 1,450 | 2,000 | 1,400 | 58 |
| New Vehicle . . . . . | | | 5,300 | 59 |
| TOTAL INSPECTION DEPARTMENT | 48,012 | 58,800 | 85,032 | |
| TOTAL PROTECTION | 1,099,347 | 1,103,873 | 1,198,569 | |

| | Expended FY 1978 | Appropriated FY 1979 | Recommended Fiscal Year 1980 | Item No. |
|---|---|---|---|---|
| | BOARD OF HEALTH | | | |
| BOARD OF HEALTH - TOTALS | 210,969 | 219,703 | 228,961 | |
| BOARD OF HEALTH: | | | | |
| Salaries: | | | | |
| Board Members (3). . . . . | 150 | 150 | 150 | 1 |
| Health Inspector . . . . . | 5,725 | 6,633 | 6,964 | 2 |
| Secretary to Board . . . . | 8,579 | 9,104 | 8,953 | 3 |
| Sanitary Engineer. . . . . | 6,074 | 6,685 | 7,050 | 4 |
| General Expense . . . . . | 4,790 | 4,740 | 4,240 | 5 |
| School Programs: | | | | |
| Health . . . . . | 2,239 | 2,400 | 1,710 | 6 |
| Physician. . . . . | 3,000 | 3,000 | 3,000 | 7 |
| Dog Clinic. . . . . | 395 | 600 | | |
| Garbage Collection. . . . . | 33,333 | 35,000 | 35,500 | 8 |
| Animal Inspector - Salary . | 600 | 600 | 630 | 9 |
| Public Health Nurses: | | | | |
| Salaries (4) . . . . . | 59,090 | 60,976 | 66,422 | 10 |
| Nursing Aids (2) . . . . . | 10,849 | 11,335 | 11,586 | 11 |
| Travel Expense . . . . . | 2,063 | 3,850 | 3,850 | 12 |
| Mental Health Clinics: | | | | |
| Youth. . . . . | 26,500 | 26,500 | 27,259 | 13 |
| Adult. . . . . | 3,397 | 2,300 | 1,697 | 14 |
| Mosquito Control. . . . . | 12,103 | 12,000 | 12,000 | 15 |
| Water Quality Study . . . . | | | 1,500 | 16 |
| Social Worker: | | | | |
| Salary . . . . . | 20,750 | 21,580 | 23,100 | 17 |
| Secretary-Assistant. . . . | 9,415 | 11,100 | 12,025 | 18 |
| Office Expense . . . . . | 1,917 | 1,150 | 1,325 | 19 |
| TOTAL HEALTH DEPARTMENT | 210,969 | 219,703 | 228,961 | |

| | Expended FY 1978 | Appropriated FY 1979 | Recommended Fiscal Year 1980 | Item No. |
|---|---|---|---|---|
| | | HIGHWAY DEPARTMENT | | |
| HIGHWAY DEPARTMENT - TOTALS | 594,530 | 500,365 | 675,202 | |
| HIGHWAY DEPARTMENT: | | | | |
| Salaries: | | | | |
| Superintendent. . . . . | 21,250 | 22,100 | 23,850 | 1 |
| Clerk . . . . . | 10,500 | 10,920 | 11,466 | 2 |
| Labor (17). . . . . | 203,966 | 204,964 | 145,897 | 3 |
| Overtime. . . . . | 57,867 | 39,016 | 7,000 | 4 |
| Maintenance: | | | | |
| Roads . . . . . | 52,684 | 45,000 | 55,000 | 5 |
| Equipment . . . . . | 68,198 | 50,000 | 60,000 | 6 |
| Garage and Yard . . . . . | 16,000 | 18,000 | 20,000 | 7 |
| Snow Removal. . . . . | 84,752 | 30,000 | 154,088 | 8 |
| Care of Landfills . . . . . | 47,654 | 19,900 | 147,401 | 9 |
| Road Surfacing. . . . . | 10,000 | 10,000 | 10,000 | 10 |
| Operation-Septage Facility. | 500 | 500 | 500 | 11 |
| New Equipment: | | | | |
| Miscellaneous . . . . . | 7,000 | 7,000 | 7,000 | 12 |
| One Ton Dump Truck. . . . . | | | 9,000 | 13 |
| Hydraulic Sanders . . . . . | 5,841 | 7,000 | 17,000 | 14 |
| 3/4 Ton Fleet Side Truck. . | | | 7,000 | 15 |
| Equipment Reserve . . . . . | | 15,965 | | |
| Garage Repair . . . . . | 8,318 | 20,000 | | |
| TOTAL HIGHWAY DEPARTMENT | 594,530 | 500,365 | 675,202 | |
| | | WELFARE | | |
| VETERANS'BENEFITS - TOTAL | 9,309 | 12,970 | 12,700 | |
| VETERANS' BENEFITS: | | | | |
| Appropriation. . . . . | 3,694 | 7,500 | 7,000 | 1 |
| Agent: | | | | |
| Office. . . . . | 4,830 | 4,830 | 5,000 | 2 |
| Expense . . . . . | 785 | 640 | 700 | 3 |
| TOTAL VETERANS'BENEFITS | 9,309 | 12,970 | 12,700 | |

| | Expended FY 1978 | Appropriated FY 1979 | Recommended Fiscal Year 1980 | Item No. |
|---|---|---|---|---|
| | SCHOOLS | | | |
| SCHOOLS - TOTALS | 7,082,520 | 6,862,604 | 7,301,769 | |
| SCHOOLS: | | | | |
| I Regular Instruction. . . . | 4,096,823 | 3,903,299 | 4,193,929 | 1 |
| II Special Instruction. . . . | 725,137 | 720,687 | 760,534 | 2 |
| III Instructional Services . . | 840,629 | 873,586 | 898,363 | 3 |
| IV Operational Services . . . | 1,115,198 | 1,032,826 | 1,072,320 | 4 |
| V Policy-Admin. Services . . | 252,914 | 263,132 | 270,417 | 5 |
| VI Out of State Travel. . . . | 8,600 | 8,600 | 8,600 | 6 |
| Operating Expenses - New Town Building . . . . | 43,219 | 60,474 | 97,606 | 7 |
| TOTAL SCHOOL | 7,082,520 | 6,862,604 | 7,301,769 | |
| Regional Vocational School | 227,560 | 218,007 | 180,442 | 8 |
| TOTAL REGIONAL VOCATIONAL | 227,560 | 218,007 | 180,442 | |

| | Expended FY 1978 | Appropriated FY 1979 | Recommended Fiscal Year 1980 | Item No. |
|---|---|---|---|---|
| | | LIBRARIES | | |
| LIBRARIES - TOTAL | 180,407 | 170,460 | 189,975 | |
| LIBRARY: | | | | |
| Salaries: | | | | |
| Library Director. . . . . | 14,100 | 15,100 | 17,000 | 1 |
| Asst.Library Director . . . . . | 12,200 | 12,900 | 14,000 | 2 |
| Asst.Librarians - Professional. | 9,986 | 10,945 | 12,140 | 3 |
| Children's Librarian. . . . . | 12,556 | 13,114 | 14,024 | 4 |
| Assts.-Non Professional . . . . | 55,897 | 54,413 | 57,849 | 5 |
| Pages . . . . . | 6,261 | 5,443 | 7,262 | 6 |
| Operating Expense . . . . . | 22,092 | 21,520 | 22,200 | 7 |
| Out of State Travel . . . . . | 250 | | | |
| Tuition Reimbursement . . . . . | 491 | | 500 | 8 |
| Refurbishing and Furniture. . . . | 1,495 | 2,025 | | |
| Materials Purchases . . . . . | 36,547 | 35,000 | 35,000 | 9 |
| Building Repairs . . . . . | 8,532 | | 10,000 | 10 |
| TOTAL LIBRARIES | 180,407 | 170,460 | 189,975 | |

| | Expended FY 1978 | Appropriated FY 1979 | Recommended Fiscal Year 1980 | Item No. |
|---|---|---|---|---|
| | | PARK AND RECREATION | | |
| PARK AND RECREATION - TOTALS | 260,782 | 285,512 | 323,497 | |
| PARK AND RECREATION: | | | | |
| Salaries: | | | | |
| Superintendent. . . . . | 13,568 | 19,860 | 21,600 | 1 |
| Asst. Supt. . . . . | 14,900 | 15,470 | 15,470 | 2 |
| Labor (8) . . . . . | 109,875 | 115,240 | 119,446 | 3 |
| Clerical (1). . . . . | | | 10,461 | 4 |
| Repairs and Misc.. . . . . | 19,230 | 16,836 | 16,000 | 5 |
| Materials and Supplies . . . | 11,115 | 11,575 | 11,000 | 6 |
| Uniform Expense. . . . . | 2,266 | 2,201 | 2,237 | 7 |
| New Equipment: | | | | |
| Tractor-Mower . . . . . | | | 16,300 | 8 |
| Misc. - Small . . . . . | 883 | 1,200 | 1,200 | 9 |
| Trailer . . . . . | 1,565 | | 2,900 | 10 |
| New Trucks (2). . . . . | 8,497 | 6,800 | 15,000 | 11 |
| Docks . . . . . | 2,650 | | | |
| Infield and Paint Machine . | | | 3,600 | 12 |
| Stoves. . . . . | 463 | | | |
| Mower and Broom . . . . . | | 4,795 | | |
| Sweeper . . . . . | | 3,390 | | |
| Playground. . . . . | 300 | | | |
| Mowers (2). . . . . | | 2,165 | 6,170 | 13 |
| Snow Blower . . . . . | | | 700 | 14 |
| Leaf Blower . . . . . | | | 475 | 15 |
| Lake Cochituate Beach: | | | | |
| Lifeguards (6). . . . . | 9,920 | 8,050 | 8,050 | 16 |
| Police (2). . . . . | 2,690 | 2,551 | 2,551 | 17 |
| Swimming Instruction (6). . | 3,495 | 4,140 | 4,380 | 18 |
| Beach Supervisor. . . . . | 1,920 | 1,848 | 1,848 | 19 |
| Registration. . . . . | 825 | 900 | 400 | 20 |
| Beach Expense . . . . . | 1,344 | 1,300 | 1,895 | 21 |
| Recreation-Salaries: | | | | |
| Specialists . . . . . | 7,381 | 450 | 490 | 22 |
| Officials . . . . . | 3,352 | 3,975 | 2,118 | 23 |
| Playground Leaders.(6). . . | 4,604 | 4,896 | 4,896 | 24 |
| Junior Leaders.(3). . . . . | 1,573 | 1,600 | 1,600 | 25 |
| Playground Supervisor . . . | 1,125 | 1,350 | 1,350 | 26 |
| Tennis Instruction. . . . . | 500 | | | |
| School Custodians . . . . . | 773 | | | |

| | Expended FY 1978 | Appropriated FY 1979 | Recommended Fiscal Year 1980 | Item No. |
|---|---|---|---|---|
| Recreation-Expenses: | | | | |
| Supplies and Equipment. . . . . | 6,566 | 6,620 | 4,850 | 27 |
| Buoys, Anchors, Ropes. . . . . | 104 | | | |
| Lighting . . . . . | 7,067 | 4,500 | 4,500 | 28 |
| Special Activities . . . . . | 1,000 | | | |
| Travel and Dues. . . . . | 278 | 400 | 400 | 29 |
| Out of State Travel. . . . . | 383 | 600 | 800 | 30 |
| Forestry: | | | | |
| Tree Trimming - Contract . . . | 8,852 | 12,000 | 13,000 | 31 |
| Tree Planting. . . . . | 975 | 750 | 750 | 32 |
| Public Work Expense. . . . . | 4,149 | 4,500 | 4,860 | 33 |
| Dutch Elm Expense. . . . . | 3,020 | 3,500 | 3,780 | 34 |
| Oil Cochituate Field. . . . . | | 750 | | |
| Weed Control - Dudley Pond. . . | 883 | 1,500 | | |
| Construct Beach House . . . . . | 1,291 | | | |
| Alpine Fields . . . . . | | | 1,620 | 35 |
| Park-Highway Building Planning Committee . . . . . | 1,400 | 3,000 | | |
| Fee Supported Programs. . . . . | | 16,800 | 16,800 | 36 |
| TOTAL PARK AND RECREATION | 260,782 | 285,512 | 323,497 | |

| | Expended FY 1978 | Appropriated FY 1979 | Recommended Fiscal Year 1980 | Item No. |
|---|---|---|---|---|
| | UNCLASSIFIED | | | |
| UNCLASSIFIED - TOTALS | 490,504 | 680,445 | 579,395 | |
| RESERVE FUND. . . . . | | 150,000 | 100,000 | 1 |
| TOWN AND FINANCE COMMITTEE REPORTS. . . . . | 12,174 | 6,000 | 6,000 | 2 |
| PUBLIC CEREMONIES . . . . . | 796 | 1,170 | 670 | 3 |
| NOTICE OF TOWN MEETINGS . . . | 2,400 | 2,400 | 2,400 | 4 |
| SURETY BONDS. . . . . | 950 | 1,000 | 1,000 | 5 |
| TOWN CLOCKS . . . . . | 150 | 200 | 200 | 6 |
| INSURANCE-GENERAL . . . . . | 179,047 | 151,300 | 156,000 | 7 |
| INSURANCE-32B . . . . . | 223,000 | 240,000 | 240,000 | 8 |
| UNEMPLOYMENT COMPENSATION . . | | 75,000 | | |
| Regional Refuse Disposal Planning Committee. . . . . | 8,349 | | | |
| STREET LIGHTING . . . . . | 43,784 | 36,000 | 39,000 | 9 |
| COUNCIL ON AGING. . . . . | 5,896 | 7,325 | 7,325 | 10 |
| HYDRANT RENTAL | | | 16,000 | 11 |
| LAND PURCHASES: Lynch Land. . . . . | 3,600 | | | |
| Pension-Retired Police Officer | 10,340 | 10,050 | 10,800 | 12 |
| Municipal Building Planning Committee . . . . . | 18 | | | |
| TOTAL UNCLASSIFIED | 490,504 | 680,445 | 579,395 | |

| | Expended FY 1978 | Appropriated FY 1979 | Recommended Fiscal Year 1980 | Item No. |
|---|---|---|---|---|
| | WATER DEPARTMENT | | | |
| WATER DEPARTMENT - TOTALS | 16,225 | 16,060 | | |
| WATER DEPARTMENT: | | | | |
| Salaries: | | | | |
| Commissioners (3) . . . . . | 225 | 225 | | |
| Hydrant Rental . . . . . | 16,000 | 15,835 | | |
| TOTAL WATER DEPARTMENT | 16,225 | 16,060 | | |

See ARTICLE 6.

| | Expended FY 1978 | Appropriated FY 1979 | Recommended Fiscal Year 1980 | Item No. |
|---|---|---|---|---|
| **MATURING DEBT AND INTEREST** | | | | |
| MATURING DEBT AND INTEREST - TOTALS | 891,429 | 911,020 | 1,070,062 | |
| MATURING DEBT AND INTEREST: | | | | |
| INTEREST: | | | | |
| Miscellaneous. . . . . | 7,500 | 39,700 | 3,000 | 1 |
| Anticipation of Revenue. . | 8,480 | 10,000 | 12,000 | 2 |
| Schools: | | | | |
| 1959 - $1,175,000 . . . . | 3,500 | 1,575 | | |
| 1960 - 1,100,000 . . . . | 5,940 | 3,960 | 1,980 | 3 |
| 1971 - 3,850,000 . . . . | 81,428 | 63,333 | 45,238 | 4 |
| 1972 - 1,050,000 . . . . | 37,500 | 34,500 | 31,500 | 5 |
| 1976 - 900,000 . . . . | 46,598 | 41,692 | 36,788 | 6 |
| Conservation: | | | | |
| 1975 - $ 100,000) | | | | |
| 1976 - 70,000). . . . | 5,543 | 6,217 | 5,748 | 7 |
| 1977 - 68,100) | | | | |
| New Town Building . . . . | | | 71,954 | 8 |
| MATURING DEBT: | | | | |
| Schools: | | | | |
| 1959 - $1,175,000 . . . . | 55,000 | 45,000 | | |
| 1960 - 1,100,000 . . . . | 55,000 | 55,000 | 55,000 | 9 |
| 1971 - 3,850,000 . . . . | 385,000 | 385,000 | 385,000 | 10 |
| 1972 - 1,050,000 . . . . | 60,000 | 60,000 | 60,000 | 11 |
| 1976 - 900,000 . . . . | 90,000 | 90,000 | 90,000 | 12 |
| Conservation: | | | | |
| 1975 - $ 100,000) | | | | |
| 1976 - 70,000). . . . | 49,940 | 23,566 | 77,041 | 13 |
| 1977 - 68,100) | | | | |
| New Town Building. . . . . | | 51,477 | 194,813 | 14 |
| TOTAL DEBT AND INTEREST | 891,429 | 911,020 | 1,070,062 | |
| TOTAL BUDGET | 11,631,806 | 11,524,216 | 12,329,360 | |

## ARTICLE 6. TO APPROPRIATE FOR WATER DEPARTMENT

PROPOSED BY: WATER COMMISSIONERS

Article 6. To see if the Town will appropriate sums of money for the Water Department to be expended pursuant to the authority of the Water Commissioners; to determine whether such appropriation shall be provided by taxation, by appropriation from available funds, by borrowing under the provisions of Chapter 44 of the General Laws or otherwise; or take any action relative thereto.

COMMENTS: This Article provides funds according to the proposed budget below for the operation of the Water Department for the coming Fiscal Year 1980.

WATER DEPARTMENT

| | | |
|---|---|---|
| 1. Salaries | | |
| Commissioners (3) | $ 225 | |
| Superintendent | 21,400 | |
| Labor | 85,089 | |
| Town Office | 21,318 | |
| | | $128,032 |
| 2. Maintenance | | $120,175 |
| 3. Other | | |
| New Well and Pumping Station | $50,000 | |
| Test Wells | 10,000 | |
| New Standpipe | 2,000 | |
| | | $62,000 |
| 4. Machinery | | |
| New 1/2 Ton Pickup Truck | | $ 5,000 |
| | | $315,207 |

RECOMMENDATION: The Finance Committee recommends approval of the Article.

ARTICLE 7. COMPENSATION OF ELECTED OFFICERS

PROPOSED BY: BOARD OF SELECTMEN

ESTIMATED COST: $18,075

Article 7. To see if the Town will fix the salary and compensation of all elected officers of the Town pursuant to G.L. Chapter 41, Section 108, and establish the effective date of such salary and compensation.

COMMENTS: Elective officers' salaries are not covered by the Wage and Salary Classification Plan and, therefore, must be established annually by the Town. Included under this Article are the salaries of the Selectmen, the Assessors, Board of Health, Water Commissioners and Town Clerk. The salary recommendations are as indicated in the budget. The Finance Committee recommends that they be made effective as of July 1, 1979. Appendix "C" of this report sets forth the individual salaries.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

ARTICLE 8. AUTHORIZE TREASURER TO BORROW

PROPOSED BY: BOARD OF SELECTMEN

ESTIMATED COST: $12,000

Article 8. To see if the Town will authorize the Treasurer, with the approval of the Selectmen, to borrow monies from time to time in anticipation of the revenue of the fiscal year beginning July 1, 1979 in accord with the provisions of G.L. Chapter 44, Section 4, and Chapter 849 of the Acts of 1969, as amended, and to issue a note or notes therefor, payable within one year, and to renew any note or notes that may be given for a period of less than one year in accord with the provisions of G.L. Chapter 44, Section 17.

COMMENTS: This is the regular Article inserted in the Warrant to provide authority for the Treasurer to borrow money in case of need pending collection of taxes in October, 1979 and April, 1980.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

## ARTICLE 9. AUTHORIZE SELECTMEN TO SELL OR TRADE

PROPOSED BY: BOARD OF SELECTMEN

Article 9. To see if the Town will authorize the Selectmen to sell or otherwise dispose of the following vehicles or equipment, or any portion thereof in connection with the purchase of new equipment or otherwise;

HIGHWAY DEPARTMENT:

One (1) - 1971 Reo Heavy Duty Dump Truck
One (1) - 1972 Reo Heavy Duty Dump Truck
One (1) - 1972 Dodge 1-Ton Dump Truck
One (1) - Davco Sidewalk Plow
One (1) - Four Wheel Drive Surplus Jeep
One (1) - Surplus Post Office Jeep
One (1) - Hydraulic Broom

POLICE DEPARTMENT:

Two (2) - 1978 Four-door Marked Sedans (LTD)
One (1) - 1975 GMC Nova
One (1) - 1974 Unmarked Ford Torino

PARK and RECREATION DEPARTMENT:

One (1) - 1974 Ford 250 Truck with Plow & Dump Body
One (1) - 1974 Yazoo with Broom
One (1) 32" Rotary Mower
One (1) 19" F-10 Mowing Tractor

FIRE DEPARTMENT:

One (1) - Chevrolet Pick-up Utility Truck (Captain's Vehicle)

WATER DEPARTMENT:

One (1) - 1974 Chevrolet Half-ton Pick-up Truck

DOG CONTROL OFFICER:

One (1) - 1973 Chevrolet Fleetside Van

or take any action relative thereto.

COMMENTS: Authorization by a vote of the Town is necessary in order to sell, trade or dispose of Town property valued at $200 or more. Funds for the purchase of new equipment for which the items listed above will be traded or sold are provided for in the budgets of the individual departments.

RECOMMENDATIONS: The Finance Committee recommends approval of the Article.

ARTICLE 10. ACCEPT GIFTS

PROPOSED BY: TOWN COUNSEL

Article 10. To see if the Town will accept property which has been tendered to it as a gift, bequest, devise or otherwise, including any or all of the gifts more fully described below:

Lot 12 York Road in Wayland, Massachusetts containing 63,846 square feet, more or less, tendered to the Town by Drake Park Realty, Inc.

or take any action relative thereto.

COMMENTS: This is the regular Article by which the Town accepts gifts or conveyances. The Town Counsel will make a report and recommendations on any gifts and conveyances at the time of Town Meeting.

RECOMMENDATION: The Finance Committee recommends acceptance of the gifts and approval of the Article in accordance with the recommendations of Town Counsel.

ARTICLE 11. PURCHASE OF LAND AND EASEMENTS FROM MARGARETH A. CHAMBERLAIN AND OTHERS

PROPOSED BY: WATER COMMISSIONERS

ESTIMATED COST: $15,000

EFFECT ON TAX RATE: No effect. Water Department supported by user fees.

Article 11. To see if the Town will authorize the Water Commissioners to acquire by purchase, eminent domain, gift, or otherwise, for water supply purposes the fee or any lesser interest in one or more of the five vacant parcels of land with the trees thereon off of Moore Road standing in the names of Margareth A. Chamberlain, The United States of America, and Hyman Shick containing 14.9 acres more or less shown on Plate No. 10 of the Town Atlas and as parcels 1 and 2 on a plan entitled "PLAN OF LAND IN WAYLAND, MASS. SHOWING LANDS OWNED BY MARGARETH A. CHAMBERLAIN AND THE UNITED STATES OF AMERICA SCALE: 1 IN. = 50 FT. NOVEMBER 27, 1978 WAYLAND ENGINEERING DEPARTMENT" and as parcels 3, 4, and 5 on a plan entitled "PLAN OF LAND IN WAYLAND, MASS. SHOWING LANDS OWNED BY HYMAN SHICK AND THE UNITED STATES OF AMERICA SCALE: 1 IN. = 100 FT. FEBRUARY 14, 1979 WAYLAND ENGINEERING DEPARTMENT" both of which are on file with the Town Clerk. Said parcels of land are more fully described as follows:

PARCEL NUMBER ONE, Land of Margareth A. Chamberlain.

Beginning at a concrete bound at the intersection of the northerly and westerly property lines of land of Nakasian and the easterly property line of land of Shick, said point being N 18-55-34 W two hundred ten and 64/100 (210.64) feet from a concrete bound at the intersection of the northerly and westerly sidelines of Spruce Tree Lane, thence

N 18-55-34 W, one hundred and 00/100 (100.00) feet along land of said Shick, thence

N 20-43-04 W, three hundred thirty-seven and 84/100 (337.84) feet along land of said Shick to land of the United States of America, thence

N 55-56-36 E, eighty and 06/100 (80.06) feet along land of said United States of America, thence

N 46-08-26-E, three hundred thirty-nine and 27/100 (339.27) feet along land of said United States of America, thence

N 51-09-26 E, one hundred fifty-one and 32/100 (151.32) feet along land of said United States of America, thence

S 74-56-34 E, fifty-one and 73/100 (51.73) feet along other land of said Margareth A. Chamberlain, thence

S 40-27-04 E, two hundred ninety and 00/100 (290.00) along other land of said Margareth A. Chamberlain, thence

S 00-27-04 E, five hundred twenty and 00/100 (520.00) feet along other land of said Margareth A. Chamberlain, thence

S 86-32-56 W, five hundred twenty and 00/100 (520.00) feet along lands of Messina, Finlay and Nakasian to the point of beginning.

Containing 380,583 square feet or 8.737 acres according to said plan.

PARCEL NUMBER TWO, Land of the United States of America.

Beginning at a point on the property line between Margareth A. Chamberlain and the United States of America, said point being northerly and westerly of a concrete bound at the northwesterly corner of Spruce Tree Lane by the following courses respectively measuring, N 18-55-34 W, three hundred ten and 64/100 (310.64) feet, N 20-43-04 W, three hundred thirty-seven and 84/100 (337.84) feet, N 55-56-36 E, eighty and 06/100 (80.06) feet, and N 46-08-26 E, forty and 00/100 (40.00) feet, thence

N 20-30-14 W, three hundred twenty-five and 00/100 (325.00) feet, thence

N 82-41-13 E, three hundred and 00/100 (300.00) feet, thence

| | |
|---|---|
| S 74-56-34 E, | one hundred fifty-five and 25/100 (155.25) feet, thence |
| S 51-09-26 W, | one hundred fifty-one and 32/100 (151.32) feet, thence |
| S 46-08-26 W, | two hundred ninety-nine and 27/100 (299.27) feet to the point of beginning; |

Containing 74,870 square feet or 1.719 acres according to said plan.

PARCEL NUMBER THREE, Land of the United States of America.

Beginning at a point at the intersection of the northwesterly property corner of land of Chamberlain, the northeasterly property corner of land of Shick, and the southerly property line of land of the United States of America, said point being northwest of a concrete bound at the northwest corner of Spruce Tree Lane by two courses respectively measuring, N 18-55-34 W, three hundred ten and 64/100 (310.64) feet and N 20-43-04 W, three hundred thirty-seven and 84/100 (337.84) feet, thence

| | |
|---|---|
| S 66-06-36 W, | one hundred fifty-seven and 67/100 (157.67) feet, thence |
| Northerly and Easterly, | four hundred six and 58/100 (406.58) feet on a nontangent curve to the right with a radius of four hundred one and 00/100 (401.00) feet, thence |
| S 20-30-14 E, | two hundred fifty-eight and 32/100 (258.32) feet, thence |
| S 46-08-26 W, | forty and 00/100 (40.00) feet, thence |
| S 55-56-36 W, | eighty and 06/100 (80.06) feet to the point of beginning. |

Containing 52,811 square feet or 1.212 acres according to said plan.

PARCEL NUMBER FOUR, Land of Hyman Shick.

Beginning at a point on the property line between Margareth A.

Chamberlain and Hyman Shick, said point being N 18-55-34 W, two hundred thirty-five and 13/100 (235.13) feet from a concrete bound at the northwesterly corner of Spruce Tree Lane, thence

| | |
|---|---|
| Northerly and Westerly, | four hundred thirty-three and 28/100 (433.28) feet on a nontangent curve to the right with a radius of four hundred one and 00/100 (401.00) feet, thence |
| N 66-06-36 E, | one hundred fifty-seven and 67/100 (157.67) feet, thence |
| S 20-43-04 E, | three hundred thirty-seven and 84/100 (337.84) feet, thence |
| S 18-55-34 E, | seventy-five and 51/100 (75.51) feet to the point of beginning. |

Containing 51,593 square feet or 1.184 acres according to said plan.

PARCEL NUMBER FIVE, "PLAN OF LAND IN WAYLAND, MASS. SHOWING 30' WIDE ACCESS & UTILITY EASEMENT SCALE 1 IN. = 100 FT. FEBRUARY 20, 1979 WAYLAND ENGINEERING DEPARTMENT."

A 30 foot wide access and utility easement over land of said Shick more fully described as follows:

Beginning at a concrete bound at the northwesterly corner of Spruce Tree Lane, thence

| | |
|---|---|
| N 18-55-34 W, | two hundred thirty-five and 13/100 (235.13) feet, along land of Nakasian and Chamberlain, thence |
| Northerly and Westerly, | thirty-seven and 69/100 (37.69) feet, along a curve to the right having a radius of 401.00 feet, thence |
| S 18-55-34 E, | six hundred forty-seven and 38/100 (647.38) feet, thence |
| S 19-06-24 E, | one hundred seventy-two and 39/100 (172.39) feet, thence |
| S 63-09-26 W, | one hundred ninety-five and 64/100 (195.64) feet, thence |

| | |
|---|---|
| S 22-59-44 E, | two hundred sixty-one and 51/100 (261.51) feet to the northerly sideline of Moore Road, thence |
| Northerly and Easterly, | thirty and 28/100 (30.28) feet along a curve to the left having a radius of 1822.39 feet, along the northerly sideline of Moore Road, thence |
| N 22-59-44 W, | two hundred twenty-nine and 34/100 (229.34) feet, along land of Whaley, thence |
| N 63-09-26 E, | one hundred ninety-three and 79/100 (193.79) feet, along land of Whaley, thence |
| N 19-06-24 W, | one hundred ninety-eight and 58/100 (198.58) feet, along land of Bryant, thence |
| N 18-55-34 W, | three hundred eight-nine and 36/100 (389.36) feet, along land of Soovian and Spruce Tree Lane to the point of beginning. |

Containing 37,838 square feet or 0.869 acres according to said plan.

together with any or all rights, title and interest of the owner or owners of each of the five said parcels of land in the streets and ways adjoining the same; to determine whether the Town will appropriate money therefor, to be provided by taxation, by appropriation from available funds, by borrowing under the provisions of Chapter 44 of the General Laws or otherwise; or take any action relative thereto.

COMMENTS: This Article was inserted in the Warrant to see if the Town will acquire five adjoining parcels of land for the purpose of adding a new well and pumping station in order to augment the Town's water supply and pumping capacity. The Water Commissioners feel that it is in the best interests of the Town to take advantage of the opportunity to purchase or gain the rights to the land described in the Article. Of the five parcels described, two are owned by the Federal government

and managed by the U. S. Fish and Wildlife Department. The Town will not actually purchase these parcels, but will gain the rights to use the land for municipal water related purposes. The Chamberlain and Shick properties will be purchased from the owners. Although there is one area of the five parcels which is buildable, most of the land is in the Flood Plain District. The total amount of land described in the Article is about 14 acres. State regulations require an area of 400 feet of protected land around a Town well. This would amount to approximately 12 acres.

The Water Department currently operates seven wells and four pumping stations. There are three wells at Baldwin Pond, two near the High School and one each at Campbell Road and Meadowbrook Road. Each of the four sites has a pumping station.

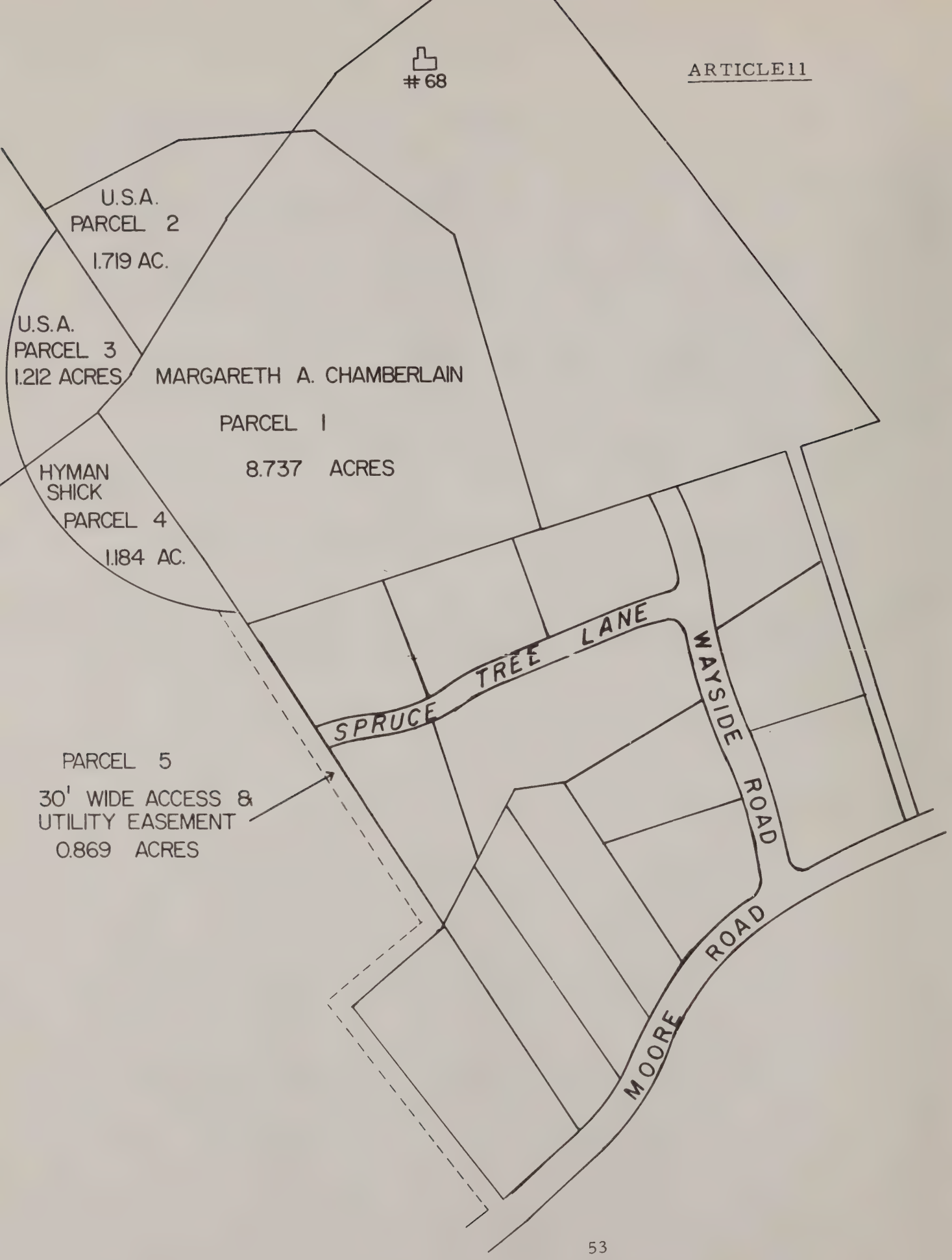
The demand for water in the Town is currently over 600,000,000 gallons per year with an average annual increase of over 30,000,000 gallons during the past five years. The cost for electricity to operate the pumping stations is over $50,000 per year, up from about $16,000 five years ago. A new station will also allow for electricity cost savings by running the pumps often during the time of day when the electricity rates are lower. In addition, a new facility will provide the extra pumping needed for the proper maintenance and repair of the existing equipment.

The Water Department has completed the necessary tests for the new well and will proceed with the building of the well and pumping

station as soon as the land arrangements have been finalized and appropriate hearings held.

The estimated cost for the new facilities is $150,000. Although negotiations for the purchase of the privately owned land are not complete, at the time of this writing, it is expected that the purchase price for all the parcels will not exceed $15,000. The funds for this project and the land acquisition have been accumulated in prior years' Water Department budgets as well as in the budget for Fiscal Year 1980. Since the Water Department is self-supporting, this cost will not affect the tax rate nor is any increase anticipated in the billing rate for water as a result of this project.

RECOMMENDATION: The Finance Committee recommends approval of the Article subject to satisfactory completion of negotiations for the land.


#68
U.S.A.
PARCEL 2
1.719 AC.
U.S.A.
PARCEL 3
1.212 ACRES
MARGARETH A. CHAMBERLAIN
PARCEL 1
8.737 ACRES
HYMAN
SHICK
PARCEL 4
1.184 AC.
SPRUCE TREE LANE
WAYSIDE ROAD
MOORE ROAD
PARCEL 5
30' WIDE ACCESS &
UTILITY EASEMENT
0.869 ACRES

## ARTICLE 12. ACQUISITION OF BALDWIN'S PONDS

PROPOSED BY: WATER COMMISSIONERS

Article 12. To see if the Town will authorize the Board of Water Commissioners to acquire by purchase, eminent domain, gift, or otherwise, for water supply purposes the fee or any lesser interest in a parcel of land on Old Sudbury Road standing in the name of various and sundry persons bordering on Baldwin's Ponds as shown on a plan entitled "PLAN OF LAND IN WAYLAND, MASS. SHOWING LAND KNOWN AS BALDWIN'S PONDS AND THE BROOK BETWEEN THE TWO MARCH 14, 1979 SCALE: 1 IN. = 100 FT. WAYLAND ENGINEERING DEPARTMENT", containing 10 acres more or less shown on Plates No. 13, 14, 17, & 18 of the Town Atlas and more fully described as follows:

Beginning at a point on the edge of the pond at land of Robert J. and Rita A. Dorey and the Town of Wayland, said point being 261.63 feet northerly of a Land Court Bound on the northerly sideline of Old Sudbury Road, thence

| | |
|---|---|
| Westerly, Northerly and Easterly, | one thousand and sixty (1060) feet, more or less, along the edge of the pond by lands of Dorey and Quina Corporation to land of Elinor J. Doty, thence |
| Easterly, | one thousand and seventy-five (1075) feet, more or less, along the edge of the pond, brook and pond by land of Elinor J. Doty to land of Collini, thence |
| Southerly and Westerly, | three hundred and sixty (360) feet, more or less, along the edge of the pond by land of Collini, Hinckley, and Hartley to land of the Town of Wayland, thence |
| N 36-09 W, | one hundred eighty-two and 20/100 (182.20) feet, thence |
| S 82-52 W, | one hundred three and 20/100 (103.20) feet, thence |
| S 64-13 W, | one hundred eighty-four and 00/100 (184.00) feet, thence |

| | |
|---|---|
| S 61-45 W, | two hundred eighteen and 40/100 (218.40) feet, thence |
| N 71, - 14 W, | four hundred thirty-one and 70/100 (431.70) feet, to land of Robert J. and Rita A. Dorey, thence |
| Northerly, | eighteen and 00/100 (18.00) feet, by land of said Dorey to be point of beginning. |

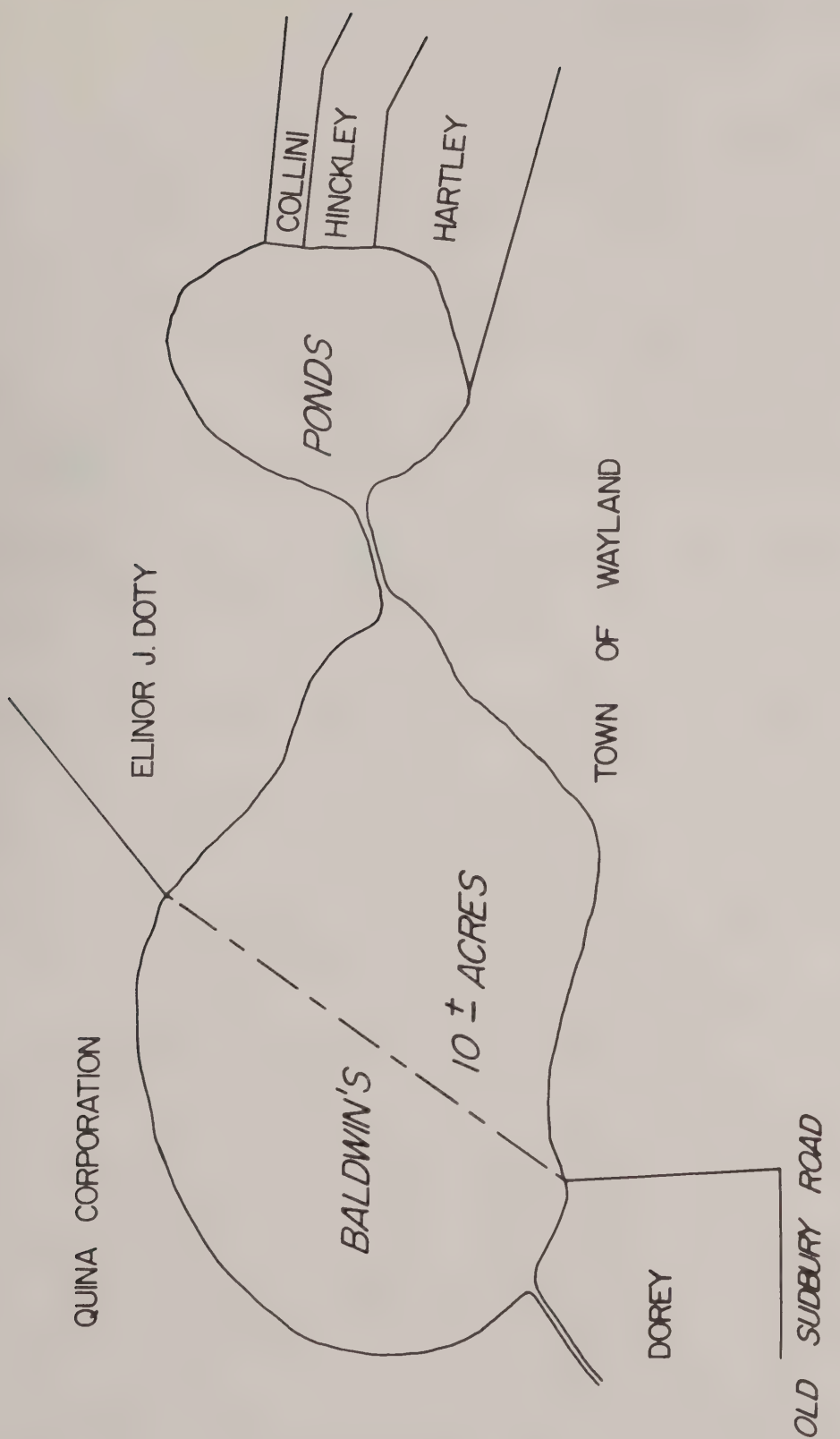
together with any or all rights, title and interest of the owner or owners of the above described premises in the streets and ways adjoining the same; to determine whether the Town will appropriate money therefor, to be provided by taxation, by appropriation from available funds, by borrowing under the provisions of Chapter 44 of the General Laws or otherwise; or take any action relative thereto.

COMMENTS: This Article was inserted in the Warrant to see if the Town will acquire Baldwin's Ponds adjacent to the site where the Water Department now operates three Town wells and the main pumping station. As indicated in the comments of the previous Article, the State requires a protected area of 400 feet around a well site. Baldwin's Ponds are within 50 feet of the nearest well.

Acquisition of the land described in this Article will provide the Water Department with the appropriate legal authority to control the ponds, and thus protect the Town's water supply.

There are no known owners of the ponds. Five of the six abutters of the ponds have indicated their approval of the acquisition. In anticipation of the approval of the sixth abutter, it is expected that there will be no cost to the Town for the acquisition.

RECOMMENDATION: The Finance Committee recommends approval of the Article.


QUINA CORPORATION
ELINOR J. DOTY
BALDWIN'S
10 ± ACRES
TOWN OF WAYLAND
DOREY
OLD SUDBURY ROAD
PONDS
COLLINI
HINCKLEY
HARTLEY

## ARTICLE 13. ZONING COCHITUATE SCHOOL FOR PUBLIC HOUSING

PROPOSED BY: WAYLAND HOUSING AUTHORITY

Article 13. To see if the Town will authorize the use of a certain parcel of land and the building thereon commonly known as the Cochituate Elementary School on Main Street, containing 2.2 acres, more or less, shown on on a plan entitled "COMPILED PLAN OF LAND IN WAYLAND, MASS. SHOWING COCHITUATE ELEMENTARY SCHOOL SITE JANUARY 3, 1978 SCALE: 1 INCH = 40 FEET WAYLAND ENGINEERING DEPARTMENT" and more fully described as follows:

Beginning at a stone bound on the southerly corner of Bradford Street and Main Street, thence

| | |
|---|---|
| S 16-36-00 N, | one hundred eighty-six and 83/100 (186.83) feet, along the westerly sideline of Main Street to land of Yeager, thence |
| Westerly, | one hundred eighty-five (185) feet, more or less by land of said Yeager, thence |
| Northerly, | twenty-five (25) feet, thence |
| Westerly, | forty-one (41) feet, more or less, thence |
| Southerly, | one hundred thirty-four (134) feet, to the sideline of Shawmut Ave., thence |
| Westerly, | two hundred sixteen (216) feet, more or less, along the northerly sideline of Shawmut Ave. to land of Maloney, thence |
| Northerly, | one hundred fourteen and 50/100 (114.50) feet, by land of Maloney to land of Thombros, thence |
| Easterly, | six (6) feet, more or less, by land of Thombros, thence |

| | |
|---|---|
| Northerly, | one hundred thirty-four and 3/10 (134.3) feet, by land of Thombros to the southerly sideline of Bradford Street, thence |
| Easterly, | one hundred twenty-four (124) feet, by Bradford Street, thence |
| Northerly, | eighteen (18.00) feet, by Bradford Street, thence |
| Easterly, | three hundred thirty (330) feet, by Bradford Street to the point of beginning. |

For housing for elderly persons of low income pursuant to the provisions of Sections V(d)3 of the Zoning By-Laws; or take any action relative thereto.

COMMENTS: This and the following two Articles were inserted in the Warrant by the Wayland Housing Authority. The first Article would rezone the Cochituate Elementary School site for use as housing for elderly persons of low income; Article 14 authorizes the Selectmen to sell the property to the Wayland Housing Authority; and Article 15 provides the general authorization to the Authority to proceed with the project. The zoning called for under this Article is the same as that established by the Town for the Housing Authority's facility at Bent Park. At the Cochituate School site, the Housing Authority contemplates the construction of 48 units comprised of 46 1-bedroom and two 2-bedroom units. Of the total, the Authority estimates that approximately 40 units will be constructed within the school and 8 units will represent new construction.

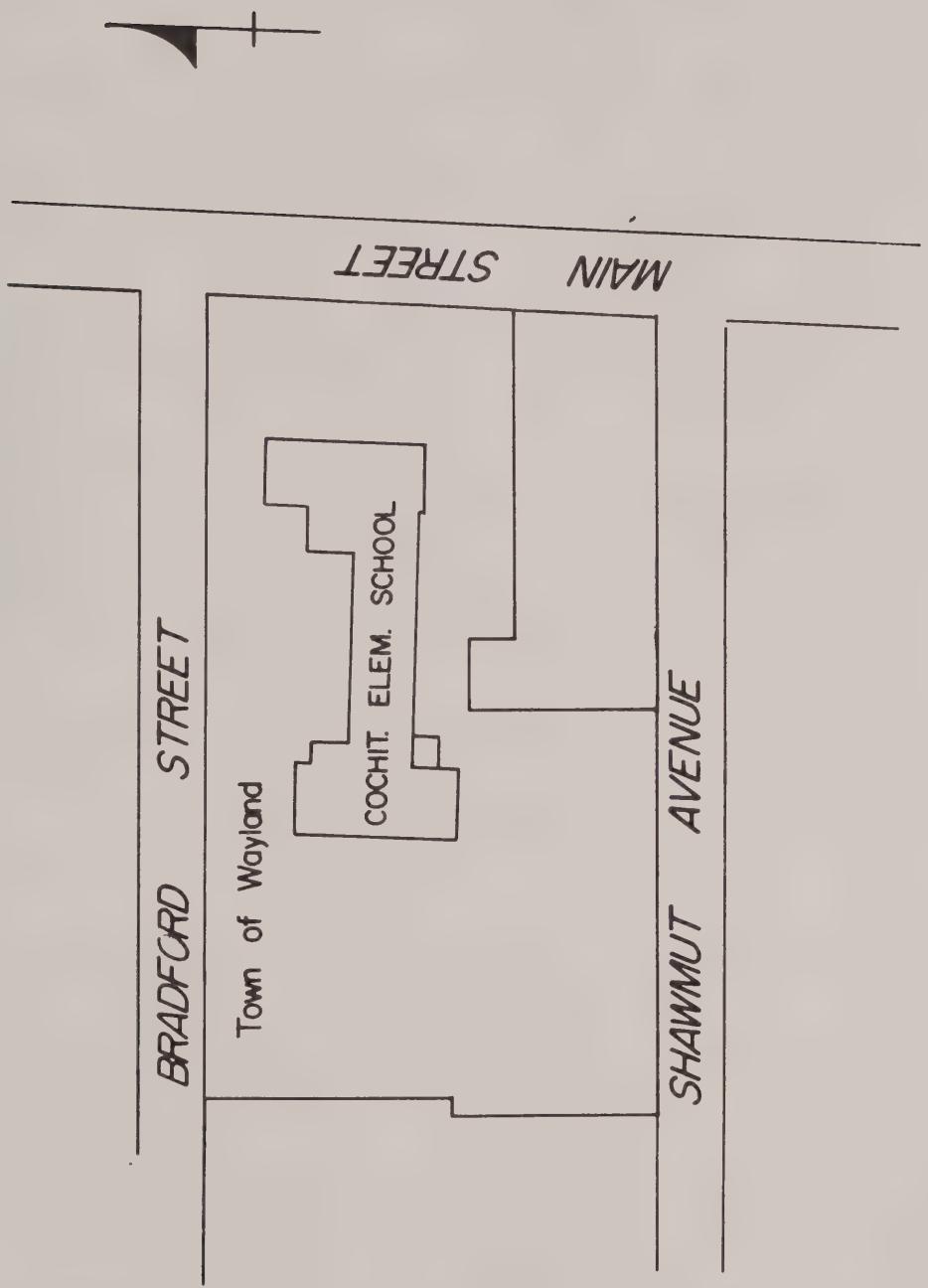
Upon favorable action by the Town under these three Articles, the Housing Authority will file applications for both State and Federal funding,

but it has received no assurances at this time that its applications will be approved. The Housing Authority contemplates entering into a development contract with a private firm for the design, construction and renovation of the Cochituate School on a so-called "Turnkey" basis. Under this program, the Authority will pay the Town approximately $100,000, but no less than $75,000, for the purchase of the school. The final price will depend upon the estimated construction cost of the septic installation.

Actual transfer of the land to the Housing Authority will not occur until all details of the project have been firmly established, including the Housing Authority's contract with the developer and the appropriate State or Federal funding agency. Conveyance will be subject to the approval of these contracts by the Board of Selectmen and the Finance Committee.

The Wayland Housing Authority will make a full report on the status of the project at Town Meeting.

RECOMMENDATION: The Finance Committee recommends approval of the Article.


MAIN STREET
BRADFORD STREET
Town of Wayland
COCHIT. ELEM. SCHOOL
SHAWMUT AVENUE

## ARTICLE 14. CONVEYANCE OF COCHITUATE SCHOOL

PROPOSED BY: WAYLAND HOUSING AUTHORITY

Article 14. To see if the Town will authorize the Selectmen, with the approval of the Finance Committee, and with the approval of the Town Counsel as to form, to sell, convey, lease, abandon, or otherwise dispose of, to the Wayland Housing Authority and/or an entity designated by said Authority, a parcel of land with the building and the trees thereon, commonly known as the Cochituate Elementary School on Main Street, containing 2.2 acres, more or less, shown on Plates 51C and 51D of the Town Atlas as well as on a plan entitled "COMPILED PLAN OF LAND IN WAYLAND, MASS. SHOWING COCHITUATE ELEMENTARY SCHOOL SITE JANUARY 3, 1978 SCALE: 1 INCH= 40 FEET WAYLAND ENGINEERING DEPARTMENT" and more fully described as follows:

Beginning at a stone bound on the southerly corner of Bradford Street and Main Street, thence

| | |
|---|---|
| S 16-36-00 N, | one hundred eighty-six and 83/100 (183.83) feet, along the westerly sideline of Main Street to land of Yeager, thence |
| Westerly, | one hundred eighty-five (185) feet, more or less, by land of said Yeager, thence |
| Northerly, | twenty-five (25) feet, thence |
| Westerly, | forty-one (41) feet, more or less, thence |
| Southerly, | one hundred thirty-four (134) feet, to the sideline of Shawmut Ave., thence |
| Westerly, | two hundred sixteen (216) feet, more or less, along the northerly sideline of Shawmut Ave. to land of Maloney, thence |
| Northerly, | one hundred fourteen and 50/100 (114.50) feet by land of Maloney to land of Thombros, thence |
| Easterly, | six (6) feet, more or less, by land of Thombros, thence |

| | | |
|---|---|---|
| Northerly, | | one hundred thirty-four and 3/10 (134.3) feet, by land of Thombros to the southerly sideline of Bradford Street, thence |
| Easterly, | - | one hundred twenty-four (124) feet, by Bradford Street, thence |
| Northerly, | | eighteen (18.00) feet, by Bradford Street, thence |
| Easterly, | | three hundred thirty (330) feet, by Bradford Street to the point of beginning. |

to specify the consideration to be paid therefor; or take any action relative thereto.

COMMENTS: The Finance Committee's comments for this Article will be found under Article 13.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

## ARTICLE 15. CONSTRUCTION OF ELDERLY HOUSING

PROPOSED BY: WAYLAND HOUSING AUTHORITY

Article 15. To see if the Town will authorize the Wayland Housing Authority, with the approval of the Board of Selectmen and the Finance Committee, to construct another housing project for elderly persons of low and moderate income pursuant to the appropriate provisions of G. L. Chapter 121B and particularly Section 26 thereof, which provides that the Wayland Housing Authority may cooperate with the Federal or State government with respect to any low and moderate income housing undertaken or assisted pursuant to Federal or State legislation, including the designation or approval of agencies or instrumentalities empowered to provide such federally or state assisted housing and to do any and all other things necessary or desirable to secure financial or other forms of assistance from the Federal government with respect to such housing, except that any bonds, notes or other securities issued by any local housing authority, or any agency or instrumentality designated or approved by said Authority pursuant to the provisions of G.L. Chapter 121B, Section 26, shall not create or imply any obligation or indebtedness or any kind on the part of the Wayland Housing Authority, the Commonwealth, or the Town of Wayland; or take any action relative thereto.

COMMENTS: The Finance Committee's comments for this Article will be found under Article 13.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

ARTICLE 16. RECONSTRUCT OLD CONNECTICUT PATH EAST

PROPOSED BY: ROAD COMMISSIONERS

ESTIMATED COST: TOWN: None; STATE: $55,506

> Article 16. To see if the Town will appropriate a sum or sums of money for the reconstructing, surfacing and/or improvement of Old Connecticut Path East or any portion thereof; to determine whether such appropriation shall be provided by taxation, by appropriation from available funds, borrowing under the provisions of Chapter 44 of the General Laws or otherwise; and to determine what Town officer, board or committee or combination of them shall be authorized to expend the money appropriated therefor; or take any action relative thereto.

COMMENTS: This is a request by the Road Commissioners for appropriation for reconstruction with necessary drainage of approximately 1500 feet of Old Connecticut Path East starting at Rice Road and proceeding West. Under Chapter 356 of the state statutes, a total of $55,506 has been earmarked for Wayland highway improvements. The Old Connecticut Path East reconstruction, which has been at the top of the Road Commissioner's list of necessary repairs, was designed for submission with this total in mind. Therefore, there will be no cost to the Town for this improvement.

The proposal is for a reconstructed road, 20 feet in width, with necessary drainage, to follow the present course and maintain the rural and scenic character of the road. There will be no necessity for land taking. All abutters were invited to two public hearings: the first, a discussion of the general problem with opportunity for comments and suggestions; the second, a presentation of the specific plan which

incorporated suggestions made by abutters. In addition, the Planning Board held a Scenic Road Hearing required by the possibility of the removal of four trees along the route of the improvement.

A detailed presentation of the project will be made at Town Meeting.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

ARTICLE 17. BIKEWAY - COCHITUATE ROAD

PROPOSED BY: SIDEWALK COMMITTEE

ESTIMATED COST: TOWN: $11,500; STATE: $34,500

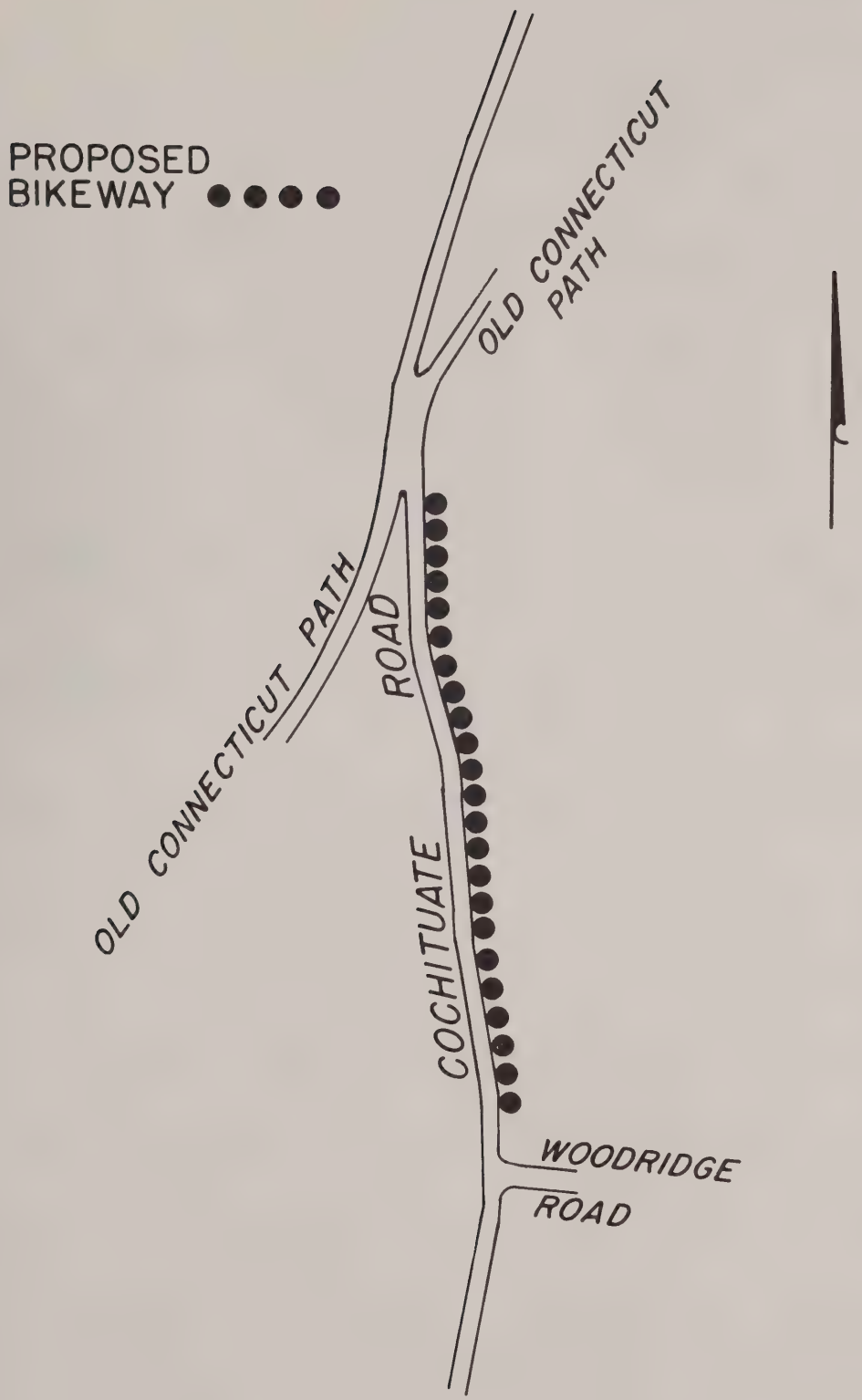
Article 17. To see if the Town will appropriate $46,000 for the construction of a bikeway in and upon Cochituate Road and upon parcels of land adjacent thereto, north from a point approximately one hundred feet north of Woodridge Road to the intersection of Cochituate Road and Old Connecticut Path; to determine whether such appropriation shall be provided by taxation, by appropriation from available funds, by transfer of funds already appropriated for another purpose, or received as grants from the Commonwealth of Massachusetts or the Federal government, or by borrowing under the provisions of Chapter 44 of the General Laws or otherwise; and to authorize the Board of Road Commissioners to expend the monies for the purposes set forth above, but only if the Commonwealth of Massachusetts shall have agreed to reimburse the Town for no less than 75% of the cost of such construction; or take any action relative thereto.

COMMENTS: This Article was inserted in the Warrant by the Sidewalk Committee to see if the Town will vote to appropriate $46,000 to construct 2,200 feet of bikeway along Cochituate Road (Route 27) just to the south of its intersection with Old Connecticut Path (Five Paths). The portion will complete the bikeway starting in north Wayland at the Lincoln town line and extending to Natick in the south. Actual expenditure of any of the amount to be appropriated by the Town is contingent upon prior approval of reimbursement by the Commonwealth of 75% of the cost. The Town is advised that there is presently sufficient money under Chapter 356 of the state statutes to effect 75% reimbursement. Given the expected austerity in state spending, Chapter 356 may not be available if the appropriation is not approved, and application is delayed another year.

The reasons for completing the bikeway are the same as those which prevailed in the initial decision several years ago to engage in the bikeway construction program. The reasons included providing safe passage along major thoroughfares for pedestrians, bike and similar traffic of school children and for recreation, fitness, and the daily conduct of affairs.

The State requires that the Town appropriate the entire cost of the project, and that the project be completed before reimbursement may be obtained. Therefore, the appropriation requested is for the entire cost of the project.

RECOMMENDATION: The Finance Committee recommends approval of the Article.


PROPOSED
BIKEWAY
OLD CONNECTICUT PATH
OLD CONNECTICUT PATH
ROAD
COCHITUATE
WOODRIDGE
ROAD

ARTICLE 18. SPAULDING EASEMENT

PROPOSED BY: BOARD OF SELECTMEN

Article 18. To see if the Town will authorize the Selectmen, with the approval of the Town Counsel as to form, to sell, convey, abandon or otherwise dispose of to Sherman P. Spaulding and Evelyn S. Spaulding, an easement for driveway purposes over a parcel of land on Cochituate Road being a part of the Wayland Elementary School site at 57 Cochituate Road containing 710 square feet more or less and shown as Driveway Easement Area on Plate 28 of the Town Atlas as well as on a plan on file with the Town Clerk entitled "PLAN OF LAND IN WAYLAND, MASS. SHOWING PROPOSED DRIVEWAY EASEMENT ON COCHITUATE ROAD AUGUST 2, 1978: SCALE 1 IN. = 20 FT. WAYLAND ENGINEERING DEPARTMENT" and more fully described as follows:

Beginning at a Brass Plug on Cochituate Road at the northerly property line of Sherman P. Spaulding and Evelyn S. Spaulding and land of the Town of Wayland, thence

| | |
|---|---|
| Northwesterly, | seven and 85/100 (7.85) feet, on a curve to the right having a radius of 5.00 feet, thence |
| Northwesterly, | seven and 85/100 (7.85) feet, on a curve to the left having a radius of 5.00 feet, thence |
| S 82-31-30 W, | sixty-six and 00/100 (66.00) feet, thence |
| S 07-28-30 E, | ten and 00/100 (10.00) feet, thence |
| N 82-31-30 E, | seventy-six and 00/100 (76.00) feet, to the point of beginning. |

to specify the minimum amount to be paid therefor; or take any action relative thereto.

COMMENTS: This Article was inserted in the Warrant by the Selectmen and would authorize the granting of an easement to Sherman P. Spaulding and Evelyn S. Spaulding 10 feet wide and 76 feet long. While the

easement covers a portion of the former School Administration land, it does not conflict with the land being dedicated to the new Center School Park under Article 19. The petitioners of Article 19, who include the abutters and neighbors of the Spauldings, support the granting of the easement and have expressly excluded the piece needed for the driveway from their Center School Park Article.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

ARTICLE 19. CENTER SCHOOL PARK

PROPOSED BY: PETITION

Article 19. To see if the Town will authorize the Commissioners of the Park and Recreation Department to acquire by purchase, gift, or otherwise, for park purposes, the fee or any lesser interest in a parcel of land with the trees thereon, on Main Street, standing in the name of the Town of Wayland, containing 0.8 acres more or less, shown on Plate No. 28 of the Town Atlas as well as on a plan on file with the Town Clerk entitled "PLAN OF LAND IN WAYLAND, MASS. SHOWING LAND TO BE TRANSFERRED FROM SCHOOL USE TO PARK USE MARCH 13, 1979 SCALE: 1 IN. = 40 FT. WAYLAND ENGINEERING DEPARTMENT" and more fully described as follows:

Beginning at a spike 345.71 feet, at S 11-27-50, from a stone bound on the westerly sideline of Cochituate Road at land of Frederick L. and Ruth J. Heinrich and Trinitarian Congregational Church of Wayland, thence

| | |
|---|---|
| S 11-32-15 E, | two hundred thirty-nine and 20/100 (239.20) feet, by the westerly sideline of Cochituate Road to a brass pin in the sidewalk at the land of Spaulding, thence |
| S 78-30-45 W, | one hundred fifty and 43/100 (150.43) feet, by land of Spaulding to a drill hole in a stone bound, at land of the Town of Wayland, thence |
| N 11-26-01 W, | two hundred thirty-eight and 57/100 (238.57) feet, by land of the Town of Wayland, to a spike set in the walk at land of Pequot Lodge #229 Independent Order of Odd Fellows, thence |
| N 78-16-20 E, | one hundred fifty and 00/100 (150.00) feet to the point of beginning. |

together with any or all rights, title and interest of the owner or owners of the above-described premises in the streets and ways adjoining the same; to determine whether the Town will appropriate money therefor, to be provided by taxation, by appropriation

from available funds, by borrowing under the provisions of Chapter 44 of the General Laws or otherwise; or take any action relative thereto.

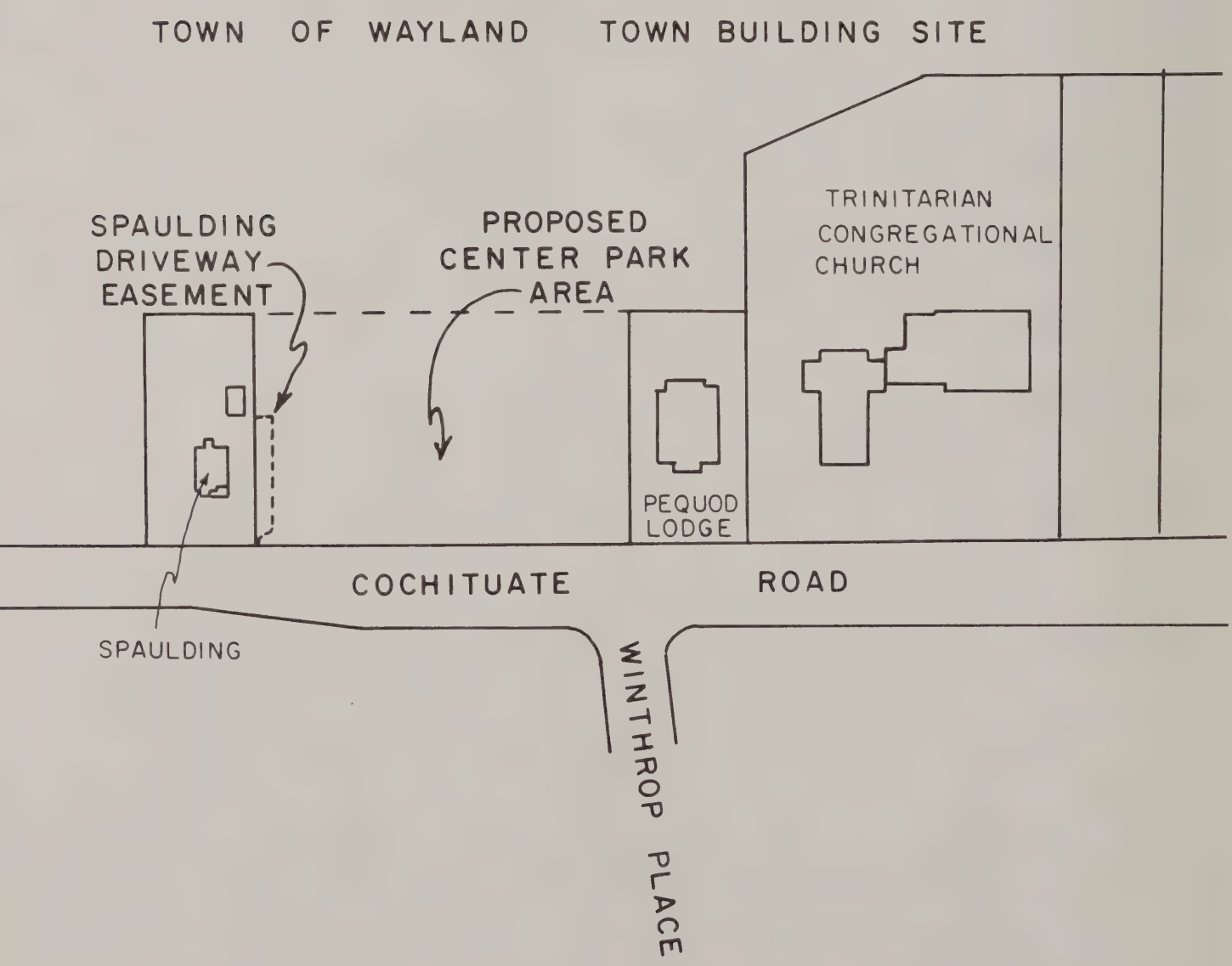
COMMENTS: This Article was inserted in the Warrant by more than ten petitioners to see if the Town will transfer the care, custody, management, and control of the site of the former School Administration Building, originally the Center School, at 57 Cochituate Road to the Park and Recreation Commission for park purposes and name the property the "Center School Park." Over 75 Townspeople with support from neighborhood and interested community groups have raised approximately $2,000 in voluntary contributions for beautifying the site, which is now vacant due to the demolition of the School Administration Building. A local landscape designer has prepared a plan which has been approved by the Municipal Building Planning Committee, the Park and Recreation Commissioners, and the Board of Selectmen. To date, the site has been graded and seeded, a walkway has been installed along the north end of the site, and some trees have been planted.

The purpose of the Article would be to give the Park and Recreation Commission direct responsibility for the maintenance of the site. In addition, the property would be transferred to that Commission for "park" purposes; and it could not, in the future, be used for any other purpose without a two-thirds vote of a subsequent Town Meeting, as well as an act of the Legislature.

Since the beautification work is being done with voluntary contributions, the only cost to the Town in connection with the acquisition and initial improvements will be a small amount of legal expense in connection with the conveyance.

The ongoing maintenance expense for groundskeeping will be minor, in view of the size of the parcel, and would be essentially the same whether or not this Article is voted. The landscaping has been designed with the view to minimizing this cost.

RECOMMENDATION: The Finance Committee recommends approval of the Article.



ARTICLE 20. REPAIR DAMON CARRIAGE SHED

PROPOSED BY: CONSERVATION COMMISSION

ESTIMATED COST: $5,000

Article 20. To see if the Town will appropriate a sum of money not to exceed $5,000 to repair the carriage shed located on the Damon parcel of the Old Cow Common Conservation Area on Old Sudbury Road for continued use as a maintenance and storage building; to determine whether such appropriation shall be provided by taxation, by appropriation from available funds, by transfer of funds already appropriated for another purpose, or received as grants from the Commonwealth or Federal government, by borrowing under the provisions of Chapter 44 of the General Laws or otherwise; and to determine what Town officer, board or committee or combination of them shall be authorized to expend the money appropriated therefor; or take any action relative thereto.

COMMENTS: This Article was inserted in the Warrant by the Conservation Commission to provide funds necessary to repair the carriage shed located on the Old Cow Common Conservation Area on Old Sudbury Road.

This building is used to store equipment used in the maintenance of conservation areas, and provides winter storage for recreational items. There are no other Town facilities suitable and available for this use. The building also serves as a facility for the maintenance and repair of equipment, and other conservation property. The building also has historical value to the Town. The existing foundation has reached an unsafe state and endangers the total building.

The funds will also provide additional materials for the general repair required to make the shed structurally sound. Labor will be provided, where possible, from existing Town resources.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

ARTICLE 21. AMEND DOG CONTROL BY-LAW

PROPOSED BY: BOARD OF SELECTMEN

Article 21. To see if the Town will amend its By-Laws by adding the following new Article:

"ARTICLE 24. ALTERNATIVE DISPOSITION OF VIOLATIONS

Article 24. The Dog Officer, taking cognizance of a violation of this By-Law, may, as an alternative to initiating criminal proceedings, initiate and pursue proceedings for the noncriminal disposition of such violation or violations in accord with the provisions of G. L. Chapter 40, Section 21D to the extent of the specific penalty provided therefor."

COMMENTS: This Article proposes an amendment to the existing Dog Control By-Law in order to simplify the process of levying fines for violations.

At present, the Dog Officer fills out a form each time she sees an infraction. The form must be filed by a member of the Wayland Police Department in Framingham District Court which, at some later time, sends a copy to the dog owner who must then pay the fine to the court in Framingham. The court ultimately remits the fine to the Wayland Town Treasurer.

By means of the amendment, our Dog Officer would be enabled to write a notice at the time of the offense and present it or mail it to the dog owner. Thus, receipt of notice would not be subject to the current court delays which make penalties lose their effectiveness. Additionally, the change would prevent further clogging of the judiciary system.

This amendment does not in any way change the rights of persons penalized for dog infractions to appeal fines in the present manner. It is in accordance with provisions of G.L. Chapter 40, Section 21D reprinted at the end of the Warrant as Appendix F.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

ARTICLE 22. AMEND POLICE REGULATION BY-LAW DEFINITIONS

PROPOSED BY: BOARD OF SELECTMEN-POLICE REGULATIONS BY-LAWS COMMITTEE

Article 22. To see if the Town will amend Article 6 of its By-Laws by inserting the text appearing on the right page below:

[Existing - None]

or take any action relative thereto.

[Proposed]

Section 1: Nothing in these Regulations shall be construed to limit Town officials and employees from exercising their official duties.

Section 2: For the purposes of this Article the following words and phrases shall have the following meanings:

a. Alcoholic beverage: As defined in G. L. Chapter 138, Section 1.

b. Public property: All real and personal property belonging to the Town of Wayland and/or within its jurisdiction, custody, management or control, including all public ways, ways to which the public has a right of access; sidewalks, walkways, bikeways and bikepaths, all being paths used for both walking and bicycling, and hereafter called "bicycle paths;" property under the jurisdiction of the Metropolitan District Commission; as well as all bodies of water within the Town.

c. Litter: Filth, rubbish, debris or waste materials; or the act of depositing such materials other than into a receptacle provided by the Town for this purpose.

d. Noise: Loud shouting, clamor, din or other audible disturbance caused by one or more persons or by a source which is or which should be under their control and which interferes with the peace and tranquility of the surrounding neighborhood.

COMMENTS: This and the following nine Articles are inserted in the Warrant by the Board of Selectmen and the Police Regulations By-Laws Committee. The ten Articles represent a recodification and rewording of existing By-Laws and, in some cases, the insertion of a new By-Law, all having to do with Police Regulations in the Town of Wayland.

By way of background, at the 1977 Annual Town Meeting the Board of Selectmen inserted in that Warrant (Article 25) a proposed recodification of the existing Police By-Laws, including several new By-Laws. As a result of the discussion and debate at that Town Meeting the Article was defeated; but a motion was passed directing the Board of Selectmen to study the matter further by forming a committee, and that the committee so formed have among its members two high school students. As a result, the present Police Regulations By-Laws Committee was formed, and it has been at work for the last two years. It has produced the proposed changes in the Police By-Laws which are set forth in this and the following nine Articles. The proposed changes have been reviewed by the Board of Selectmen, the Finance Committee, and by interested citizens at a public hearing held on February 27, 1979.

Each of the ten Articles is laid out in a format designed to facilitate a comparison between the existing language and the proposed new language. The existing language is shown on the left page and the proposed language to be substituted is shown on the right page. The ten Articles, which contain all of the existing and proposed recodified and new Police By-Laws, are dealt with in separate Articles to facilitate the acceptance or rejection of each separate

By-Law by the voters rather than having all of the By-Laws be considered under the same motion.

The changes proposed in this and the following nine Articles have all been approved by and recommended by the Board of Selectmen.

In addition to the general comments above, specific comments with respect to each of the Articles are set forth following the Article itself.

This first Article contains a number of definitions intended to avoid repetition and cumbersome text in the sections which follow. It has no counterpart in the present Article 6 of the By-Laws. Section 1 makes it clear that all of the By-Laws are subject to the limitation that they shall not interfere with the exercise of official duties by Town officials and employees. The definition of Alcoholic Beverages is unchanged. Public Property has been broadened slightly, and now includes all Town-owned property and all property under the jurisdiction of the Metropolitan District Commission. The definition of Litter is essentially unchanged from before. The definition of Noise is new and should be read in the context of the Noise By-Law proposed in Article 29.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

## ARTICLE 23. AMEND POLICE REGULATION BY-LAW LITTERING

PROPOSED BY: BOARD OF SELECTMEN-POLICE REGULATIONS BY-LAWS COMMITTEE

Article 23. To see if the Town will delete Article 6, Section 1.A. of its By-Laws (appearing on the left page below) and substituting under Article 6 the text appearing on the right page below therefor:

[Existing]

Section 1.A. No person shall, without the prior written consent of Selectmen, deposit, place, drop, throw or cause to be deposited, placed, dropped or thrown upon any public way, sidewalk, place or property and suffer to remain there any dirt, filth, rubbish, litter, wood, timber or other substance unless such substance is deposited or dropped into a receptacle provided for this purpose by the Town.

or take any action relative thereto.

COMMENTS: For general comments concerning this Article see the comments in connection with Article 22.

This Article (read in light of the definitions found in Article 22) represents a rewording and recodification without essential change in substance.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

[Proposed]

Section 3. No person shall litter on public property, or on the property of others.

## ARTICLE 24. AMEND POLICE REGULATION BY-LAW - OBSTRUCTING PASSAGE

PROPOSED BY: BOARD OF SELECTMEN - POLICE REGULATIONS BY-LAWS COMMITTEE

Article 24. To see if the Town will delete Article 6, Sections 1.B. and 3. of its By-Laws (appearing on the left page below) and substitute under Article 6, the text appearing on the right page below therefor:

[Existing]

Section 1.B. No person shall, without the prior written consent of the Board of Selectmen, place, deposit or erect or cause to be placed, deposited or erected in or upon any public way, sidewalk, place or property any material or substance which may in any way obstruct or impede the free passage of persons or vehicles in or upon such public way, sidewalk, place or property.

Section 3. No person shall loiter, saunter or continue to sit or stand in any street, public place or public building, so as to obstruct or impede the free passage of other persons, after being directed by a police officer to "move on."

or take any action relative thereto.

COMMENTS: For general comments concerning this Article see the comments in connection with Article 22.

This Article would restate the language with respect to obstructing public ways in a more concise fashion without changing the substance of the present By-Law. It would guarantee the right of free passage to emergency vehicles and their personnel, prohibit loitering, and prohibit snow piles pushed from a citizen's driveway into a public way, to the extent that free passage of others is obstructed

RECOMMENDATION: The Finance Committee recommends approval of the Article.

[Proposed]

Section 4. No person shall, without the prior written consent of the Board of Selectmen, obstruct or impede any person or persons from entering, departing from or passing freely within public property; and no person shall continue to obstruct or impede the free passage of any other person after having been directed by a police officer to "move on."

ARTICLE 25. AMEND POLICE REGULATION BY-LAW - USE OF BICYCLE PATHS

PROPOSED BY: BOARD OF SELECTMEN - POLICE REGULATIONS BY-LAWS COMMITTEE

Article 25. To see if the Town will delete Article 6, Section 2 of its By-Laws (appearing on the left page below) and substitute under Article 6 the text appearing on the right page below therefor:

[Existing]

Section 2. No driver of a horse or vehicle shall drive or allow the same to stand or be on any sidewalk.

or take any action relative thereto.

COMMENTS: For general comments concerning this Article see the comments in connection with Article 22.

Bicycle paths have been defined in Section 2(b) (See Article 22). This By-Law makes it clear that motorized vehicles are not allowed on bicycle paths. In addition to obvious safety reasons, bicycle paths are not constructed to withstand the weight of such vehicles. Bicycles and horses are permitted.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

[Proposed]

Section 5. No driver of a motorized vehicle shall allow the same to be on any bicycle path, as previously defined under Section 2(b).

ARTICLE 26. AMEND POLICE REGULATION BY-LAW - POSTING OF BILLS AND SIGNS; DEFACING PUBLIC PROPERTY

PROPOSED BY: BOARD OF SELECTMEN - POLICE REGULATIONS BY-LAWS COMMITTEE

Article 26. To see if the Town will delete Article 6, Sections 4 and 6 of its By-Laws (appearing on the left page below) and substitute under Article 6 the text appearing on the right page below therefor:

[Existing]

Section 4. No person unless required by law so to do, shall without a permit from the Board of Selectmen, post or affix in any manner, paint, print, write or cause to be painted, printed, or written any notice, advertisement, bill picture drawing or writings upon any curbstone, sidewalk, tree, pole, post or hydrant in any street or public place, or upon any walk or fence or in any public building.

Section 6. No person shall destroy, deface, or remove any notice or document posted pursuant to law.

or take any action relative thereto.

COMMENTS: For general comments concerning this Article see the comments in connection with Article 22.

These two sections deal with graffiti in all forms and applications, and make it clear that no person has the right to deface another's property, either by modifying it or destroying it, except with the permission of the owner or custodian. The two sections deal only with public property as defined in Section 2 (See Article 22).

RECOMMENDATION: The Finance Committee recommends approval of the Article.

[Proposed]

Section 6. No person shall, without the prior written permission of the Board of Selectmen, post, affix or apply in any manner, any notice, advertisement, bill, picture or drawing upon any public property.

Section 7. No person shall destroy, deface or remove any public property, including any notice or document posted pursuant to law.

ARTICLE 27. AMEND POLICE REGULATION BY-LAW - USE OF FIREARMS

PROPOSED BY: BOARD OF SELECTMEN - POLICE REGULATIONS BY-LAWS COMMITTEE

Article 27. To see if the Town will delete Article 6, Section 5 of its By-Laws (appearing on the left page below) and substitute under Article 6 the text appearing on the right page below therefor:

[Existing]

Section 5. No person shall fire or discharge any firearm or explosives of any kind within the limits of any highway, park or other public property, except with the written permission of the Board of Selectmen, AND NO PERSON SHALL CARRY AN UNCASED OR UNHOLSTERED FIREARM, OR FIRE OR DISCHARGE ANY FIREARM OR EXPLOSIVES, OF ANY KIND, on any private property except with the written permission of the owner or legal occupant thereof, or on property with no legal occupant thereof and with no known owner in the opinion of the Board of Selectmen except with the written permission of that Board; provided, however, that this By-Law shall not apply to the lawful defense of life or property, nor to any law enforcement officer acting in the discharge of his duties.

or take any action relative thereto.

COMMENTS: For general comments concerning this Article see the comments in connection with Article 22.

This Article would simplify the provision with respect to the use of firearms and continues to prohibit the carrying of uncased or unholstered firearms in order to regulate the movement of hunters across public or private property. The proposed new section, which is essentially unchanged from the present By-Law, places local restraints upon the carrying and use of firearms and explosives, which are also regulated by statutes of the Commonwealth.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

[Proposed]

Section 8. No person shall carry uncased or unholstered firearms or discharge explosives or firearms on public property without the prior written permission of the Board of Selectmen, or on private property without the prior written permission of its owner. This By-Law shall not apply to the lawful defense of life or property.

ARTICLE 28. AMEND POLICE REGULATION BY-LAW - PEEPING AND SPYING

PROPOSED BY: BOARD OF SELECTMEN - POLICE REGULATIONS BY-LAWS COMMITTEE

Article 28. To see if the Town will delete Article 6, Section 7 of its By-Laws (appearing on the left page below) and substitute under Article 6 the text appearing on the right page below therefor:

[Existing]

Section 7. No person shall enter upon the premises of any person with the intention of peeping into a dwelling or spying upon any person therein. Nothing in this section shall be construed to limit a police officer in the performing of his legal duties.

or take any action relative thereto.

COMMENTS: For general comments concerning this Article see the comments in connection with Article 22.

This new section is unchanged from the prior section. The sentence with respect to the police officer performing official duties is now contained in Section 1 (See Article 22).

RECOMMENDATION: The Finance Committee recommends approval of the Article.

[Proposed]

Section 9. No person shall enter upon the premises of any person with the intention of peeping into a dwelling or spying upon any person therein.

ARTICLE 29. AMEND POLICE REGULATION BY-LAW - NOISE

PROPOSED BY: BOARD OF SELECTMEN - POLICE REGULATIONS BY-LAWS COMMITTEE

Article 29. To see if the Town will amend Article 6 of its By-Laws by inserting the text appearing on the right page below:

[Existing - None]

or take any action relative thereto.

* * *

COMMENTS: For general comments concerning this Article see the comments in connection with Article 22.

This is a new regulation which addresses the loud party, gathering or disturbance problem, where, as the saying goes, "a noisy noise annoys." The new By-Law would prohibit noise which at the same time is both unnecessary and unreasonable. The "unreasonable" test suggests that the surrounding circumstances may mitigate a loud noise in particular cases, such as lot size, noise intensity, proximity of neighboring dwelling, frequency of occurrence, notification of neighbors, urgency of the need for noise to solve a problem, and the like. The Police By-Law Committee has drafted the following examples to illustrate the application of this proposed new By-Law:

[Proposed]

Section 10. No person shall permit or cause both unreasonable and unnecessary noise to emanate beyond the premises from which it originates. The prohibition set forth in this section of the By-Laws shall expire July 1, 1981.

* * *

(a) John Jones' son has just injured himself and he must be taken to the hospital. Unfortunately, it is very late at night, and a tree has fallen across the Jones' driveway. John uses his chain saw to cut up the tree into moveable pieces.

The hour is unreasonable to operate a chain saw, but the circumstances make it necessary. The Regulation does not apply.

(b) The Smiths are having a party, and the party noise is clearly audible to the neighbors. It is now past midnight and the party is still in full swing. A neighbor complains to the police, who approach the Smiths and advise them of the complaint. The Smiths quiet the party.

The party is, of course, unnecessary; but it is a reasonable social activity. Since the Smiths recognized their disturbance and complied by quieting their party, no reasonable case can be made under this Regulation.

(c) Modifying the above scenario, the Smith's party continues after the warning; it is now somewhat later, and the noise has not diminished.

The Smiths are behaving (or are allowing their guests to behave) in a socially-irresponsible manner and are being quite unreasonable. The Regulation applies, and the Smiths can be cited for violation of Regulation.

The Police By-Law Committee chose not to define noise in terms of its proximity or its intensity relative to the listener, feeling that enforcement under such guidelines is impractical. It preferred to word the Regulation such that it is intentionally imprecise, and such that its application depends upon the discretion of the parties involved. Party-related overflow parking is dealt with in new Section 4. (See Article 24).

Concerns have been expressed by some members of the Finance Committee that the proposed language is too broad and general. It would attempt to regulate manners and behavior and tend to chill the exercise of expression rather than being restricted to conduct (the making of noise) which is disorderly or constitutes or threatens to create public nuisance or breach of the peace. These latter terms are established concepts which have been

approved by the courts in light of constitutional provisions which protect individual rights.

The "sunset" provision for automatic expiration ensures that if this Regulation proves unworkable, it will not remain on the books. It can, of course, be extended by vote of a subsequent Town Meeting.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

ARTICLE 30. AMEND POLICE REGULATION BY-LAW - ALCOHOLIC BEVERAGES

PROPOSED BY: BOARD OF SELECTMEN - POLICE REGULATIONS BY-LAWS COMMITTEE

Article 30. To see if the Town will delete in its entirety Article 23 of its By-Laws (appearing on the left page below) and substitute under Article 6 the text appearing on the right page below therefor:

[Existing]

Article 23. Alcoholic Beverages

No person shall consume any alcoholic beverage, as the same is defined in G. L. Chapter 138, Section 1, while in or upon a public way or a way to which the public has a right of access.

or take any action relative thereto.

* * *

COMMENTS: For general comments concerning this Article see the comments in connection with Article 22.

The present By-Law with respect to Alcoholic Beverages was added to the Police Regulations by vote of 1974 Annual Town Meeting. The present By-Law applies only to public ways or a way in which the public has a right of access. However, since the action at the 1974 Town Meeting, the Conservation Commission, in 1976, banned alcoholic beverages from Conservation lands. Similarly, alcoholic beverages are forbidden by rules of the Park and Recreation Commission on all property under its control.

[Proposed]

Section 11. No person shall consume alcoholic beverages upon public property.

* * *

Also, alcoholic beverages are forbidden on school property under State law, except as permitted by the School Committee. The policy of the present School Committee apparently is to make no exceptions to this prohibition.

The proposed new Section 11, by referring to the prohibition of alcoholic beverages on public property, would in effect extend the prohibition to all Town property, including that under the jurisdiction of the few remaining Boards which have not, at the present time, taken any position on the use of alcohol on the land subject to their jurisdiction.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

## ARTICLE 31. AMEND POLICE REGULATION BY-LAW - DOOR-TO-DOOR SALESMEN

PROPOSED BY: BOARD OF SELECTMEN - POLICE REGULATIONS BY-LAWS COMMITTEE

Article 31. To see if the Town will delete Article 6, Section 8 of its By-Laws (appearing on the left page below) and substitute under Article 6 the identical text appearing as Section 12 on the right page below therefor:

[Existing]

Section 8. Every person who engages in a temporary or a transient business selling goods, wares, periodicals, or merchandise or who goes door-to-door for any commercial selling purposes, either as principal or agent, shall, before commencing business in the Town of Wayland, make written application, under oath, for a license to the Chief of Police stating his or her name and address, the name and address of the owner or parties in whose interest said business is to be conducted, their business address, and a brief description of the business he wishes to conduct in Wayland. He shall permit the Police Department to photograph him and to take his finger prints for the purpose of identification.

No later than one week after the filing of such application, the Chief shall issue him a license in the form of a badge showing the name and a photograph of the licensee authorizing him to do the business described in his application subject to the By-Laws of the Town of Wayland and the laws of the Commonwealth of Massachusetts. The fee for such a license shall be five dollars and it shall expire one year from the date thereof or on the day of its surrender or of the filing of an affidavit of its loss if it is earlier surrendered or if such affidavit is earlier filed.

Such license shall be affixed in a prominent place to the outer garment of each licensee whenever he or she shall be engaged in such business so that it may be seen by all prospective customers.

Failure so to display the license shall be punishable by revocation thereof and a fine in accord with Article 20 of these By-Laws.

This page continued on page 101.

[Proposed]

Section 12. Every person who engages in a temporary or a transient business selling goods, wares, periodicals, or merchandise or who goes door-to-door for any commercial selling purposes, either as principal or agent, shall, before commencing business in the Town of Wayland, make written application, under oath, for a license to the Chief of Police stating his or her name and address, the name and address of the owner or parties in whose interest said business is to be conducted, their business address, and a brief description of the business he wishes to conduct in Wayland. He shall permit the Police Department to photograph him and to take his finger prints for the purpose of identification.

No later than one week after the filing of such application, the Chief shall issue him a license in the form of a badge showing the name and a photograph of the licensee authorizing him to do the business described in his application subject to the By-Laws of the Town of Wayland and the laws of the Commonwealth of Massachusetts. The fee for such a license shall be five dollars and it shall expire one year from the date thereof or on the day of its surrender or of the filing of an affidavit of its loss if it is earlier surrendered or if such affidavit is earlier filed.

Such license shall be affixed in a prominent place to the outer garment of each licensee whenever he or she shall be engaged in such business so that it may be seen by all prospective customers.

Failure so to display the license shall be punishable by revocation thereof and a fine in accord with Article 20 of these By-Laws.

This page continued on page 102.

Continued from page 99.

[Existing]

> The provisions of this section shall not apply to any person conducting a "garage sale" nor to any person who goes door-to-door to sell goods, wares, periodicals, or merchandise on behalf of any group organized for any of the purposes described in G. L. Chapter 180, Section 2.

or take any action relative thereto.

COMMENTS: For general comments concerning this Article see the comments in connection with Article 22.

The existing language will continue unchanged in the new Section 12.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

Continued from page 100.

[Proposed]

The provsions of this section shall not apply to any person conducting a "garage sale" nor to any person who goes door-to-door to sell goods, wares, periodicals, or merchandise on behalf of any group organized for any of the purposes described in G. L. Chapter 180, Section 2.

ARTICLE 32. PURCHASE OF VOTING MACHINES

PROPOSED BY: BOARD OF REGISTRARS OF VOTERS

ESTIMATED COST: $16,367

Article 32. To see if the Town will appropriate the sum of $16,367 to establish a computerized voting system for the Town; such system shall consist of the purchase of 70 Compact Vote Recorders equal in quality, durability, appearance, strength and design to those manufactured or sold by Electronic Voting Machines (EVM) of Newton, Massachusetts to be used in conjunction with the existing town computer to count and tabulate the vote at all elections held by the Town; to determine whether such appropriation shall be provided by taxation, by appropriation from available funds, by transfer of funds already appropriated for another purpose, or received as grants from the Commonwealth or Federal government by borrowing under the provisions of Chapter 44 of the General Laws or otherwise; and to determine what Town officer, board or committee or combination of them shall be authorized to expend the money appropriated therefor; or take any action relative thereto.

COMMENTS: This Article was inserted in the Warrant by the Board of Registrars in conjunction with the League of Women Voters of Wayland. It calls for the purchase of 70 electronic voting machines for a purchase price of $16,367. The purpose of the machines would be to facilitate the counting of the election results by substituting computer counting of the ballots for the present system of manual counting by paid election workers. The advantages would include the availability of results in a matter of two or three hours after the closing of the polls and the elimination of the present difficulties of finding people willing to work late into the evening (and even all night on occasion) to count the paper ballots. By eliminating the time-consuming hand counting,

the Town would also eliminate some related expenses, including the time of a policeman and a custodian at the polls following the closing thereof.

The estimated savings in annual expense would depend on the number of elections held in a particular year. Based upon average estimated savings, the original capital cost could be recovered in 5-7 years. The proposed voting machines are simply a holder for a punch card ballot which is perforated with a special stylus. They have essentially no moving parts and will not require any significant maintenance. Their useful life is estimated to exceed 20 years. Expenses in connection with their use included a computer operator, some minor amount of materials, and a very limited amount of custodial and police time. These expenses are included in the net savings indicated above.

In spite of the projected annual savings after the amortization of the original purchase price, the capital investment required does not seem justified in light of the Town's current budgetary priorities and the uncertainties in this, a year of fiscal constraints.

RECOMMENDATION: The Finance Committee does not recommend approval of the Article.

ARTICLE 33. CONSTRUCT SALT AND SAND STORAGE BUILDING

PROPOSED BY: ROAD COMMISSIONERS

ESTIMATED COST: $32,000

Article 33. To see if the Town will appropriate a sum of money to construct a Salt and Sand Storage Building, including all necessary utility services; to determine whether such appropriation shall be provided by taxation, by appropriation from available funds, by borrowing under the provisions of Chapter 44 of the General Laws or otherwise; and to determine what Town officer, board, or committee or combination of them shall be authorized to expend the money appropriated therefor; or take any action relative thereto.

COMMENTS: This Article was inserted in the Warrant by the Road Commissioners in order to meet a requirement of the State government.

The Department of Environment Quality Engineering (DEQE) has conditioned its approval of continuing operation of the present landfill, as well as the future use of the new landfill, on construction of a new Salt and Sand Storage Building. The requirement follows the DEQE's discovery that the defoliation of the marsh grass at the present landfill was caused by the leachate from the salt stored at the present landfill.

The Salt and Sand Storage Building asked for in this Article will be built in the summer of 1979, at the site of the new landfill. The shed will cost approximately $32,000, and it will be a 40' x 64' double walled wooden shed with a bituminous concrete floor.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

ARTICLE 34. PLANS FOR PUBLIC SAFETY BUILDING

PROPOSED BY: BOARD OF SELECTMEN

ESTIMATED COST: $7,000

Article 34. To see if the Town will appropriate the sum of $7,000 to complete such engineering, architectural, survey and design studies and plans as may be necessary to complete the renovation, or remodeling, of the the building commonly designated 38 Cochituate Road, giving particular consideration to the desirability of providing a joint communications facility, such studies and plans to be carried out by the Public Safety Building Committee previously established by the Selectmen; to determine whether such appropriation shall be provided by taxation, funds already appropriated for another purpose; or take any action relative thereto.

COMMENTS: This Article was inserted in the Warrant by the Selectmen to finance a study of a joint Fire and Police Communications Facility (FPCF).

A cost savings is expected to result from greater efficiency in the utilization of personnel and facilities and coordination of activities now being performed at two separate stations independently manned around the clock.

The Selectmen formed a Town committee that is presently studying this entity. The committee is composed of a Selectmen, the Fire Chief, the Police Chief, and interested members of their departments. The sum of $7,000 is being requested by the Selectmen to provide this committee with the funds necessary to hire the technical assistance to design the operating procedure and technical procedures of a joint FPCF.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

ARTICLE 35. ERECT SIGNS

PROPOSED BY: PETITION

Article 35. To see if the Town will vote to allow the Wayland Neighborhood Patrol to erect hexagonal shaped signs, 24 inches in diameter, with the words "Protected by CB Patrol on Channels 9 and 19," said signs to be painted black and orange, to be mounted at no cost to the Town at the Town Line at the following locations:

1. Concord Road at the Lincoln Line,
2. Glezen Lane at the Weston Line,
3. Route 20 at the Weston Line,
4. Commonwealth Road (Rte. 30) at the Natick Line, (East boundary),
5. Oak Street at the Natick Line,
6. Main Street at the Natick Line,
7. Route 30 at the Natick Line, (West boundary),
8. Old Connecticut Path at the Framingham Line,
9. Stonebridge Road at the Framingham Line,
10. Pelham Island Road at the Sudbury Line,
11. Route 20 at the Sudbury Line,
12. Route 27 at the Sudbury Line,
13. Sherman Bridge Road at the Sudbury Line;

or take any action relative thereto.

COMMENTS: This Article has been placed in the Warrant by petition of ten citizens who are members of the Wayland Neighborhood Patrol. The Patrol is a chartered organization of citizens, one of whose aims is to deter burglary within the Town by urging all car and home CB radio owners to report any unusual or suspicious circumstances to the police. This is done via Channel 9 which is constantly monitored by the Wayland Police Department. The Police Department believes citizen involvement to be an effective crime deterrent, and accordingly works with the Patrol.

In order to make these monitoring activities known to all who enter Wayland, and thereby discourage breaking and entering, the Patrol wishes to supply and install signs at each location listed in the Article. The specific sign proposed for this purpose and described in the Article will be displayed at Town Meeting.

The Finance Committee is, indeed, grateful for the service to the community performed by cooperating CB owners, and extends to the Patrol the thanks of the entire community. However, the presence of sizable black and orange signs at thirteen entry points into Wayland would increase the clutter on roads leading into our Town. Furthermore, the effectiveness of the signs is uncertain.

RECOMMENDATION: The Finance Committee does not recommend approval of the Article.

ARTICLE 36. TRANSFER FUNDS - CEMETERY

PROPOSED BY: PARK and RECREATION COMMISSIONERS

ESTIMATED COST: $10,000

Article 36. To see if the Town will appropriate $10,000 to be expended by the Commissioners of the Park and Recreation Department to develop a section of land in Lakeview Cemetery for burial purposes; to determine whether such appropriation shall be provided by taxation, by appropriation from available funds, by transfer of funds already appropriated for another purpose, or received as grants from the Commonwealth or Federal government, by borrowing under the provisions of Chapter 44 of the General Laws or otherwise; or take any action relative thereto.

COMMENTS: This Article has been inserted in the Warrant by the Park and Recreation Commission. It calls for an appropriation of $10,000 to develop a new section of grave sites at the Lakeview Cemetery. Approximately 176 plots consisting of four graves each will be developed by the Commission under this program; the Commission has available approximately 150 developed grave sites. Funds have been set aside for this purpose from the proceeds of previous sales of other plots. All the necessary approvals for the formal designation of the land for cemetery purposes have been received.

RECOMMENDATION: The Finance Committee recommends approval of the Article.

ARTICLE 37. TRANSFER OF FUNDS

PROPOSED BY: FINANCE COMMITTEE

Article 37. To see what sum, if any, the Town will vote to transfer from available funds to meet any of the appropriations made under the foregoing Articles.

You are required to serve this Warrant by posting copies thereof, attested by you, at the Town Building, at the public libraries in Cochituate and in Wayland Center, and by mailing or delivering a copy thereof addressed to each residence in the Town, seven days, at least, before the time appointed for such election.

Hereof, fail not and deliver this Warrant with your return thereon to the Town Clerk on or before March 26, 1979.

Given under our hands and seals this sixteenth day of March, 1979.

L. THOMAS LINDEN
W. H. IRVINE
CATHERINE W. SEILER
MARCIA P. CROWLEY
HERBERT N. ODELL, JR.

Selectmen of the Town of
Wayland

PAUL J. FRANCHI
WILLIAM G. SEGAL
ROBERT S. SWAIN, JR.
JONATHAN STRONG
BERNARD R. HAND
BERNICE B. SAMELSON
EDWARD WOLL

Finance Committee

APPENDIX A

WAGE AND SALARY CLASSIFICATION PLAN, ARTICLE II, SECTION I
FISCAL YEAR 1980

The Personnel Board has proposed amending the Wage and Salary Plan of the Town by setting forth all positions with fiscal 1979 and fiscal 1980 salary ranges. The appropriation for the salaries to be paid and the place within the range at which the incumbent employees will be placed are reflected in the budget proposed under Article 5. These have resulted from recommendations made to the Personnel Board by the department heads and the elected board members, decisions made by the Personnel Board and approval granted by the Finance Committee. The proposed amendment follows.

Section 1. The positions of all non-elected Town employees are classified under the following job titles with the wage or salary rates set forth:

ADMINISTRATIVE AND PROFESSIONAL (where ranges are shown indicates vacancy in position; employee will be hired within the range depending on experience and qualifications)

| | Fiscal Year 1979 | Fiscal Year 1980 |
|---|---|---|
| Executive Secretary | $23,500 | $25,000 |
| Administrator of Financial Services and Personnel* | | 24,000 |
| Administrative Assistant | | 12,000 |
| Fire Chief** | 22,900 | 26,000 |
| Police Chief*** | 27,317 | 28,873 |
| Town Accountant | 14,000 | 17,000 - 20,000 |
| Highway Superintendent | 22,100 | 23,850 |
| Park and Recreation Superintendent | 20,176 | 21,600 |
| Assistant Park & Recreation Sup't | 15,170 | 15,170 |
| Water Superintendent | 19,760 | 21,150 |
| Treasurer-Collector | 15,750 | 17,000 |
| Town Surveyor | 20,200 | 21,250 |
| Building and Zoning Inspector | 17,250 | 18,000 |
| Detached Social Worker | 22,000 | 23,100 |
| Assoc. Detached Social Worker | 11,500 | 12,025 |
| Library Director | 15,500 | 17,000 |
| Assistant Library Director | 13,000 | 14,000 |
| Conservation Administrator | 12,600 | 15,000 |
| Data Processing Manager | 16,700 | 16,000 - 19,000 |
| Dog Officer | 9,800 | 10,300 |

*New position. Former Administrative Assistant, paid $21,400 in FY 1979, promoted to this position. Administrative Assistant position to be filled in FY 1980.

**Salary range reviewed by Personnel Board, Selectmen and Finance Committee with appointment of new Chief who had been serving as Acting Chief at former Chief's salary.

***Police Chief, by State law, receives 1.8 times the pay of the maximum rate of police officer.

POLICE DEPARTMENT*

| Grade | Title | Fiscal Year | Starting Salary | After 1 Year | After 2 Years | Maximum |
|---|---|---|---|---|---|---|
| P-4 | Lieutenant | 1979 | $17,688 | $18,523 | $19,521 | $20,507 |
| | | 1980 | 18,572 | 19,512 | 20,497 | 21,532 |
| P-3 | Sergeant | 1979 | 15,291 | 16,045 | 16,844 | 17,688 |
| | | 1980 | 16,056 | 16,847 | 17,686 | 18,571 |
| P-1 | Police Officer | 1979 | 12,946 | 13,465 | 14,004 | 14,560 |
| | | 1980 | 13,593 | 14,138 | 14,704 | 15,288 |

FY 1980 - Night differential of 20¢ per hour. Stipend of $750 per year when officer serves as Investigative Officer; stipend of $2,000 per year for service as Youth Officer; stipend of $500 for service as Prosecuting Officer.

FIRE DEPARTMENT*

| Grade | Title | Fiscal Year | Starting Salary | After 1 Year | After 2 Years | Maximum |
|---|---|---|---|---|---|---|
| F-5 | Deputy Chief | 1979 | $19,440 | $19,440 | $19,440 | $19,440 |
| | | 1980 | 20,606 | 20,606 | 20,606 | 20,606 |
| F-4 | Captain | 1979 | 15,725 | 16,285 | 16,867 | 17,473 |
| | | 1980 | 16,669 | 17,262 | 17,879 | 18,521 |
| F-3 | Mechanic and Electrician | 1979 | 14,792 | 15,328 | 15,882 | 16,458 |
| | | 1980 | 15,680 | 16,248 | 16,835 | 17,445 |
| F-2 | Clerk | 1979 | 13,526 | 14,011 | 14,512 | 15,034 |
| | | 1980 | 14,338 | 14,852 | 15,383 | 15,936 |
| F-1 | Firefighter | 1979 | 12,950 | 13,413 | 13,890 | 14,387 |
| | | 1980 | 13,727 | 14,218 | 14,723 | 15,250 |

FY 1980 - Firefighters qualified as Emergency Medical Technicians receive a stipend of $500 per year.

* The Chiefs are listed under Administrative and Professional

LIBRARY (Directors set forth in Administrative and Professional)

| Grade | Title | Fiscal Year | Start. Salary | After 1 Year | After 2 Years | After 3 Years |
|---|---|---|---|---|---|---|
| S-15 | Childrens Librarian | 1979 | 11,732 | 12,208 | 12,690 | 13,213 |
| | | 1980 | 12,319 | 12,818 | 13,325 | 13,874 |
| S-14 | Assistant Librarians | 1979 | 11,291 | 11,732 | 12,208 | 12,690 |
| | | 1980 | 11,856 | 12,319 | 12,818 | 13,325 |
| S-9 | Junior Assistant Libr. | 1979 | 9,283 | 9,650 | 10,032 | 10,448 |
| | | 1980 | 9,747 | 10,133 | 10,536 | 10,970 |
| S-8 | Senior Libr.Assistant | 1979 | 8,923 | 9,283 | 9,650 | 10,032 |
| | | 1980 | 9,369 | 9,747 | 10,133 | 10,536 |
| S-6 | Library Assistant | 1979 | 8,248 | 8,586 | 8,923 | 9,283 |
| | | 1980 | 8,660 | 9,015 | 9,369 | 9,747 |
| | Hourly Library Clerk | 1979 | 3.81 | 4.53 | 4.53 | 4.53 |
| | | 1980 | 4.00 | 4.76 | 4.76 | 4.76 |
| | Hourly Library Page* | 1979 | 2.65 | 2.65 | 2.65 | 2.65 |
| | | 1980 | 2.78 | 2.78 | 2.78 | 2.78 |

HIGHWAY (Negotiations in progress for FY 1980 wages)

| Grade | Title | Fiscal Year | Start. Salary | After 1 Year | After 2 Years | After 3 Years |
|---|---|---|---|---|---|---|
| H-11 | Gen.Foreman & Master Mech. | 1979 | 6.34 | 6.55 | 6.77 | 7.00 |
| | | 1980 | | | | |
| H-10 | Working Foreman | 1979 | 6.13 | 6.34 | 6.55 | 6.77 |
| | | 1980 | | | | |
| H-9 | Mechanic Welder | 1979 | 5.93 | 6.13 | 6.34 | 6.55 |
| | | 1980 | | | | |
| H-8 | Area Disposal Operator | 1979 | 5.74 | 5.93 | 6.13 | 6.34 |
| | | 1980 | | | | |
| H-7 | Heavy Equip. Operator | 1979 | 5.56 | 5.74 | 5.93 | 6.13 |
| | | 1980 | | | | |
| H-6 | Medium Equip.Operator | 1979 | 5.38 | 5.56 | 5.74 | 5.93 |
| | | 1980 | | | | |
| H-4 | Laborer-Driver | 1979 | 5.05 | 5.21 | 5.38 | 5.56 |
| | | 1980 | | | | |
| H-1 | Laborer C | 1979 | 4.60 | 4.74 | 4.89 | 5.05 |
| | | 1980 | | | | |
| Hrly.Senior Misc.Laborer* | | 1979 | 4.00 | 4.00 | 4.00 | 4.00 |
| | | 1980 | 4.00 | 4.00 | 4.00 | 4.00 |
| Hrly.Misc.Laborer* | | 1979 | 3.50 | 3.50 | 3.50 | 3.50 |
| | | 1980 | 3.50 | 3.50 | 3.50 | 3.50 |

*Seasonal and intermittent; not permanent employees.
Page's 1980 rate pending review of Personnel Board.

APPENDIX A - Continued

OFFICE STAFF - UNION

| Grade | Title | Fiscal Year | Start. Sal. | After 1 Yr. | After 2 Yrs | After 3 Yrs | After 4 Yrs | After 5 Yrs | After 6 Yrs |
|---|---|---|---|---|---|---|---|---|---|
| C-1 | Apprent.Clerk | 1979 | $5798 | $6044 | $6293 | $6537 | $6805 | $7069 | |
| | | 1980 | 6030 | 6286 | 6545 | 6798 | 7077 | 7352 | $7651 |
| C-5 | Junior Clerk | 1979 | 6805 | 7069 | 7357 | 7646 | 7955 | 8270 | |
| | | 1980 | 7076 | 7352 | 7651 | 7952 | 8273 | 8604 | 8948 |
| C-6 | Mach.Rm.Clerk | 1979 | 7069 | 7357 | 7646 | 7955 | 8270 | 8597 | |
| | | 1980 | 7352 | 7651 | 7952 | 8273 | 8604 | 8948 | 9306 |
| C-7 | Switchbd.Oper./ Recept. | 1979 | 7357 | 7646 | 7955 | 8270 | 8597 | 8953 | |
| | | 1980 | 7651 | 7952 | 8273 | 8604 | 8948 | 9306 | 9678 |
| C-8 | Senior Clerk | 1979 | 7646 | 7955 | 8270 | 8597 | 8953 | 9308 | |
| | | 1980 | 7952 | 8273 | 8604 | 8948 | 9306 | 9678 | 10079 |
| C-12 | Prin. Clerk | 1979 | 8953 | 9308 | 9675 | 10055 | 10461 | 10882 | |
| | | 1980 | 9311 | 9675 | 10055 | 10461 | 10882 | 11317 | 11770 |
| C-15 | Payroll Super. | 1979 | 10055 | 10461 | 10882 | 11320 | 11774 | 12245 | |
| | | 1980 | 10461 | 10882 | 11317 | 11770 | 12245 | 12735 | 13244 |

Stipends of $500 are added, by vote of the Personnel Board, to Principal Clerks for elected boards who do not have an on-premises supervisor employer: Assessors and Water Department. Stipend of $360 added to Principal Clerk who also serves as Assistant Treasurer.

OFFICE STAFF - NON-UNION

| Grade | Title | Fiscal Year | Starting Salary | After 1 Year | After 2 Years | After 3 Years |
|---|---|---|---|---|---|---|
| S-13 | Secretary to | 1979 | 10,861 | 11,291 | 11,732 | 12,208 |
| | Executive Sec'y | 1980 | 11,404 | 11,856 | 12,319 | 12,818 |
| S-10 | Computer Operator | 1979 | 9,650 | 10,032 | 10,448 | 10,861 |
| | | 1980 | 10,133 | 10,536 | 10,970 | 11,404 |
| Hourly | Senior Secretarial | 1979 | 4.20 | 4.20 | 4.20 | 4.20 |
| | Aide* | 1980 | 4.41 | 4.41 | 4.41 | 4.41 |
| Hourly | Secretarial Aide* | 1979 | 3.74 | 3.74 | 3.74 | 3.74 |
| | | 1980 | 3.93 | 3.93 | 3.93 | 3.93 |

* Seasonal or intermittent employees. Not permanent employees, no fringe benefits.

TOWN SURVEYOR

| Grade | Title | Fiscal Year | Starting Salary | After 1 Year | After 2 Years | After 3 Years |
|---|---|---|---|---|---|---|
| S-15 | Senior Engi- | 1979 | 11,732 | 12,208 | 12,690 | 13,213 |
| | neering Aide | 1980 | 12,319 | 12,818 | 13,325 | 13,874 |
| S-11 | Engineering Aide | 1979 | 10,032 | 10,448 | 10,861 | 11,291 |
| | | 1980 | 10,534 | 10,970 | 11,404 | 11,856 |

BOARD OF HEALTH

| | | | | | | |
|---|---|---|---|---|---|---|
| S-20 | Nurse #2 | 1979 | 14,281 | 14,854 | 15,447 | 16,064 |
| | | 1980 | 14,995 | 15,597 | 16,219 | 16,867 |
| S-18 | Nurse #1 | 1979 | 13,213 | 13,732 | 14,281 | 14,854 |
| | | 1980 | 13,874 | 14,419 | 14,995 | 15,597 |
| S-1 | Nursing Aides* | 1979 | 6,778 | 7,053 | 7,345 | 7,628 |
| | | 1980 | 7,117 | 7,406 | 7,712 | 8,009 |
| Hourly | Health Inspector | 1979 | 6.75 | 6.75 | 6.75 | 6.75 |
| | | 1980 | 7.29 | 7.29 | 7.29 | 7.29 |
| Contract - | | 1979 | 6,685 | | | |
| | Environmental Eng. | 1980 | 7,050 | | | |
| Contract - | | | | | | |
| | Collector of Dead | 1979 | 600 | | | |
| | Animals | 1980 | 600 | | | |
| Contract - | | 1979 | 3,000 | | | |
| | School Physician | 1980 | 3,000 | | | |
| Contract - | | 1979 | 600 | | | |
| | Animal Inspector | 1980 | 630 | | | |

* Pro-rated to reflect 40-week year.

PARK AND RECREATION DEPARTMENT (Superintendent listed in ADMINISTRATIVE AND PROFESSIONAL)

| Grade | Title | Fiscal Year | Starting Salary | After 1 Year | After 2 Years | After 3 Years |
|---|---|---|---|---|---|---|
| W-10 | Foreman, Mechanic | 1979 | 6.15 | 6.37 | 6.59 | 6.83 |
| | | 1980 | 6.46 | 6.69 | 6.92 | 7.17 |
| W-9 | Working Foreman | 1979 | 5.94 | 6.15 | 6.37 | 6.59 |
| | | 1980 | 6.24 | 6.46 | 6.66 | 6.92 |
| W-6 | Heavy Equip.Oper. | 1979 | 5.35 | 5.54 | 5.73 | 5.94 |
| | | 1980 | 5.62 | 5.82 | 6.02 | 6.24 |
| W-4 | Laborer-Driver | 1979 | 5.00 | 5.17 | 5.35 | 5.54 |
| | | 1980 | 5.25 | 5.43 | 5.62 | 5.82 |
| W-3 | Laborer-A | 1979 | 4.83 | 5.00 | 5.17 | 5.35 |
| | | 1980 | 5.07 | 5.25 | 5.43 | 5.82 |
| | Seasonal Laborer | 1979 | 3.55 | 3.70 | 3.70 | 3.70 |
| | | 1980 | 3.55 | 3.70 | 3.70 | 3.70* |

| Seasonal - Beach - Fiscal Year 1980 | Hourly Rate |
|---|---|
| Supervisor | 4.20 |
| Head Guard | 3.75 |
| Guard | 3.20 |
| Beach Police | 2.90 |
| Instructor | 3.50 |
| Instructor Aide | 3.00 |
| Seasonal - Playground - Fiscal Year 1980 | |
| Supervisor | 3.75 |
| Senior Leader | 3.40 |
| Junior Leader | 2.17 |

*Pending Personnel Board Review

WATER DEPARTMENT (Superintendent listed in ADMINISTRATIVE AND PROFESSIONAL)

| Grade | Title | Fiscal Year | Starting Salary | After 1 Year | After 2 Years | After 3 Years |
|---|---|---|---|---|---|---|
| WS-15 | Maintenance #1 | 1979 | 11,821 | 12,273 | 12,738 | 13,225 |
| | | 1980 | 12,412 | 12,887 | 13,375 | 13,886 |
| WS-11 | Maintenance #2 | 1979 | 10,210 | 10,604 | 10,995 | 11,404 |
| | | 1980 | 10,721 | 11,134 | 11,545 | 11,974 |
| Contract Meter Reader | | 1979 | 50¢ per meter read | | | |
| | | 1980 | 50¢ per meter read | | | |

PART-TIME AND SEASONAL POSITIONS

| Title | Salary FY 1979 | Salary FY 1980 |
|---|---|---|
| Inspectors - Gas | $ 2,775 | * |
| Wiring | 7,130 | * |
| Plumbing | 2,775 | * |
| Sealer of Weights and Measures | 250 | $ 250 |
| Veterans Agent | 4,830 | 5,000 |
| Auxiliary Police Chief | 1,200 | 1,200 |
| Registrars of Voting | 50 | 50 |
| School Traffic Supervisors | 56.98 per week | in negotiation |
| Substitutes | 13.59 per day | in negotiation |
| Special Police Matrons | 5.68 | 5.96 |
| Police Cadet-Interns | 110.00 per week | 110.00 per week |
| Police Dispatchers | 4.16 per hour | 4.37 per hour** |
| Call Firefighters | 5.36 per hour | 5.63 per hour |
| Divers | 10.00 per hour | 10.00 per hour |

* To be determined by Personnel Board within constraint of budget, as voted.

** Plus 20¢ per hour for night shifts.

APPENDIX B

SCHOOL SALARY SCHEDULE

| ADMINISTRATION | Fiscal Year 1979 | Fiscal Year 1980 |
|---|---|---|
| Superintendent of Schools | $45,000 | $45,000 (plus 2,500 annuity) |
| Asst. Supt. for Personnel | 33,500 | 37,000 |
| Asst. Supt. for Business | 32,200 | 34,200 |
| Asst. Supt. for Curriculum | 30,000 | 31,500 |
| SYSTEMWIDE PERSONNEL | | |
| Pupil Services | 25,700 | 27,700 |
| Health Education | 25,500 | 27,000 |
| Social Worker | 17,200 | 18,400 |
| Cafeteria Supt. (10 months) | 13,250 | 14,000 |
| Plant Engineer | 16,950 | 18,000 |
| PRINCIPALS | | |
| High School | 36,000 | 38,500 |
| High School Assistant | 27,800 | 29,600 |
| High School Assistant | 29,000 | 30,900 |
| Junior High School | 31,850 | 34,250 |
| Junior High School Assistant | 27,100 | 28,700 |
| Elementary Principal | 28,600 | 30,730 |
| Elementary Principal | 28,400 | 30,520 |
| Elementary Principal | 28,950 | 31,100 |

TEACHERS' SALARY SCHEDULES

| Step | Fiscal Year | Bachelor | B + 15 | Master | M + 30 | M + 60 | Ph. D. |
|---|---|---|---|---|---|---|---|
| 1 | 1979 | 11,137 | 11,401 | 11,797 | 12,324 | 12,850 | 13,905 |
| | 1980 | 11,694 | 11,971 | 12,387 | 12,940 | 13,493 | 14,600 |
| 2 | 1979 | 11,663 | 11,928 | 12,390 | 12,982 | 13,510 | 14,565 |
| | 1980 | 12,246 | 12,524 | 13,010 | 13,631 | 14,186 | 15,293 |
| 3 | 1979 | 12,192 | 12,454 | 12,982 | 13,640 | 14,168 | 15,223 |
| | 1980 | 12,802 | 13,077 | 13,631 | 14,323 | 14,876 | 15,984 |
| 4 | 1979 | 12,720 | 12,982 | 13,574 | 14,301 | 14,827 | 15,882 |
| | 1980 | 13,356 | 13,631 | 14,253 | 15,016 | 15,568 | 16,676 |
| 5 | 1979 | 13,246 | 13,510 | 14,168 | 14,959 | 15,487 | 16,541 |
| | 1980 | 13,908 | 14,186 | 14,876 | 15,707 | 16,260 | 17,368 |
| 6 | 1979 | 13,773 | 14,036 | 14,762 | 15,618 | 16,146 | 17,199 |
| | 1980 | 14,462 | 14,738 | 15,500 | 16,399 | 16,953 | 18,059 |
| 7 | 1979 | 14,301 | 14,563 | 15,354 | 16,277 | 16,804 | 17,860 |
| | 1980 | 15,016 | 15,292 | 16,122 | 17,091 | 17,644 | 18,752 |
| 8 | 1979 | 14,827 | 15,091 | 15,949 | 16,936 | 17,464 | 18,518 |
| | 1980 | 15,568 | 15,846 | 16,745 | 17,782 | 18,337 | 19,444 |
| 9 | 1979 | 15,355 | 15,618 | 16,541 | 17,595 | 18,123 | 19,176 |
| | 1980 | 16,123 | 16,399 | 17,368 | 18,475 | 19,029 | 20,135 |
| 10 | 1979 | 15,882 | 16,146 | 17,135 | 18,254 | 18,780 | 19,837 |
| | 1980 | 16,676 | 16,953 | 17,992 | 19,167 | 19,719 | 20,829 |
| 11 | 1979 | 16,409 | 16,673 | 17,726 | 18,914 | 19,441 | 20,495 |
| | 1980 | 17,229 | 17,507 | 18,612 | 19,860 | 20,413 | 21,520 |
| 12 | 1979 | 18,463 | 18,589 | 18,639 | 19,572 | 20,099 | 21,153 |
| | 1980 | 19,571 | 19,704 | 19,750 | 20,551 | 21,104 | 22,211 |
| 13 | 1979 | | | 18,914 | 20,232 | 20,759 | 21,813 |
| | 1980 | | | 20,050 | 21,244 | 21,797 | 22,904 |
| 14 | 1979 | | | 21,034 | 23,153 | 24,581 | 25,711 |
| | 1980 | | | 22,296 | 24,532 | 26,056 | 27,254 |

| LEADERSHIP STIPENDS | | Fiscal Year 1979 | Fiscal Year 1980 | |
|---|---|---|---|---|
| Department Heads | 9-12 | 1,830 | 1,930 | |
| Department Heads | K-12 | 2,000 | 2,110 | |
| Team Leaders | K-6 | 1,830 | 1,930 | |
| House Leaders | 7-8 | 1,320 | 1,390 | |
| Curriculum Ldrs. | 7-8 | 1,055 | 1,115 | |
| CO-CURRICULAR ACTIVITIES | | | | |
| Athletic Coaching: | Group I | 2,430 | 2,560 | Athletic Dir. |
| | Group II | 2,320 | 2,450 | Hd.Football Coach |
| | Group III-VI | 845 - 1,900 | 890 - 2,005 | Other Coaches |
| Other Activities: | Group I | 1,370 | 1,445 | Drama Club |
| | Group II | 1,075 | 1,135 | Sr. Yearbook |
| | Group III-VIII | 230 - 740 | 245 - 780 | Various Act. |

Substitute Teachers - Fiscal Year 1980: $25.00 per day; 10th to 44th day = $30.00; 45th to 90th day = $60.00.

SCHOOL SECRETARIAL - UNION

| 12 Month Title | Fiscal Year | Start. Salary | After 1 Year | After 2 Yrs | After 3 Yrs | After 4 Yrs | After 5 Yrs | After 6 Yrs |
|---|---|---|---|---|---|---|---|---|
| Secretary | 1980 | 8,592 | 8,924 | 9,181 | 9,555 | 9,903 | 10,741 | 11,599 |
| Secretary-Data Proc. | 1980 | 8,792 | 9,224 | 9,581 | 10,055 | 10,503 | 11,441 | 12,399 |
| Secretary-Recept.; Bookkeeper | 1980 | 8,592 | 8,924 | 9,181 | 9,555 | 9,903 | 10,741 | 11,599 |
| Bookkeeper-Data Proc. | 1980 | 8,592 | 8,924 | 9,281 | 9,755 | 10,203 | 11,141 | 12,099 |
| 10 Month - 35 Hours | | | | | | | | |
| Secretary; Secretary-Receptionist | 1980 | 5,997 | 6,224 | 6,393 | 6,650 | 6,891 | 7,474 | 7,843 |
| 10 Month - 32.5 Hours | | | | | | | | |
| Secretary-Receptionist | 1980 | 5,361 | 5,569 | 5,730 | 5,949 | 6,190 | 6,786 | 7,128 |
| 10 Month - 30 Hours | | | | | | | | |
| Secretary | 1980 | 4,780 | 4,890 | 5,029 | 5,238 | 5,473 | 6,083 | 6,385 |
| 10 Month - 27 Hours | | | | | | | | |
| Library Aide | 1980 | 4,227 | 4,382 | 4,510 | 4,692 | 4,906 | 5,478 | 5,746 |
| 10 Month - 25 Hours | | | | | | | | |
| Clerical Aide | 1980 | 3,911 | 4,061 | 4,184 | 4,366 | 4,553 | 5,136 | 5,393 |

SCHOOL SECRETARIAL-CLERICAL - NON-UNION *

| 12 Month | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Secretary to Asst. Supts; Supt. | 1979 | 8,770 | 9,115 | 9,460 | 9,807 | 10,025 | 10,450 | 10,896 |
| 10 Month | | | | | | | | |
| Lab.Assistant | 1979 | 4,655 | 4,815 | 5,030 | 5,320 | 5,665 | | |
| Study Hall Aide | 1979 | 4,515 | 4,725 | 5,010 | 5,280 | 5,620 | | |
| Special Needs Aide 30 Hours | 1979 | 4,315 | 4,441 | 4,641 | 4,920 | 5,220 | | |
| Special Needs Aide 25 Hours; Teacher Aide | 1979 | 3,595 | 3,705 | 3,875 | 4,100 | 4,381 | | |

*FY 1980 salaries not fixed at this writing. Ten month personnel have formed a collective bargaining unit.

APPENDIX B - Continued

CUSTODIAL SALARIES AND WAGES

| | Fiscal Year | Start. Salary | After 1 Year | After 2 Yrs | After 3 Yrs | After 4 Yrs | After 5 Yrs | After 6 Yrs |
|---|---|---|---|---|---|---|---|---|
| Category 5 - Matron (10 months) | 1979 | 3,339 | 3,780 | 4,007 | 4,712 | 4,712 | 4,712 | 4,712 |
| | 1980 | 3,339 | 4,032 | 4,259 | 4,964 | 4,964 | 4,964 | 4,964 |
| Category 4-Custodian | 1979 | 8,674 | 9,256 | 9,818 | 10,379 | 10,920 | 11,482 | 13,187 |
| | 1980 | 8,674 | 9,734 | 10,296 | 10,858 | 11,336 | 11,898 | 13,603 |
| Category 3-Custodian | 1979 | 8,486 | 9,048 | 9,589 | 10,150 | 10,670 | 11,232 | 12,896 |
| | 1980 | 8,486 | 9,526 | 10,067 | 10,629 | 11,086 | 11,648 | 13,312 |
| Category 2-Custodian | 1979 | 8,070 | 8,549 | 9,131 | 9,693 | 10,171 | 10,650 | 12,376 |
| | 1980 | 8,070 | 9,027 | 9,610 | 10,171 | 10,587 | 11,066 | 12,792 |
| Category 1-Custodian Nights | 1979 | 7,488 | 8,008 | 8,507 | 9,027 | 9,464 | 9,776 | 11,648 |
| | 1980 | 7,488 | 8,486 | 8,986 | 9,506 | 9,880 | 10,192 | 12,064 |
| Category 1-Custodian Days | 1979 | 7,384 | 7,904 | 8,424 | 8,944 | 9,381 | 9,610 | 11,502 |
| | 1980 | 7,384 | 8,382 | 8,902 | 9,422 | 9,797 | 10,026 | 11,918 |

APPENDIX C

SALARY SCHEDULE - ELECTED TOWN OFFICERS

| | Fiscal Year 1979 | Fiscal Year 1980 |
|---|---|---|
| Selectmen | $100 | $100 |
| Assessors - Chairman | $1,110 | $1,100 |
| Assessors | 1,000 | 1,000 |
| Town Clerk | 13,000 | 14,100 |
| Board of Health | 50 | 50 |
| Water Commissioners | 75 | 75 |

APPENDIX D

CAPITAL PLANNING COMMITTEE

CAPITAL BUDGET and PROGRAM

1980 - 1984

The Capital Planning Committee (CPC) was established by the Selectmen in March , 1978 and given the following basic charge:

1. To review the tax impact of all possible capital expenditure items of all Town boards and committees.

   a. All new municipal buildings, structures, improvements, and alterations with a cost of $10,000 or more.

   b. All mechanical equipment, machinery, computers, office equipment, tools, etc., with a cost of $10,000 or more.

   c. All land acquisitions.

   d. All purchases of cars, trucks, and similar licensed road vehicles.

2. To report to the Finance Committee on the impact on the tax rate of any proposed capital expenditures for the next budget year, together with the recommended method of financing.

3. Develop a five-year program of capital expenditures for all Town Departments.

4. Evaluate and recommend to the Finance Committee on all individual capital requests of the Town Operating Departments.

5. Revise the five-year program annually according to shifting needs and priorities.

6. Construct tax rate projections.

7. Conduct other special studies as may be requested by the Finance Committee.

8. Report to the Finance Committee by November 1 of each year.

9. Report should contain the following:

   a. Capital budget items for the coming year.

b. Capital program for five years.

10. Report should be published in the Warrant.

11. Recommend an appropriation at Town Meeting for its own budget for studies, etc.

The Capital Budget and Program herewith was developed by the C.P.C. with information gathered through the use of capital request forms, follow-up meetings with the department heads or submitting authorities, and with on site visits when appropriate. Priorities were determined by need and cost. In the process of selecting and scheduling capital items, emphasis was placed on methods of financing which would allow the leveling out of that portion of the budget dedicated to capital expenditures.

To determine the relative need of each capital request the C.P.C. considered the following: justification as presented by the submitting authority, the positive or negative effect on the related service, and the economic effect of the capital expenditure on the operating budget and the tax rate.

To provide a reasonably level rate of spending consideration was given to balancing payment through direct appropriation as compared to borrowing and/or possible Federal or State funding.

It is important to note that examination of future capital expenditures are of little value unless placed in perspective with the Town's total operating expenses. Because of the uncertainty in projecting Wayland's total financial picture, 1979 budget figures were used to estimate the effect of the proposed capital expenditures on future tax rates.

The C.P.C. hopes the information provided in this report will assist the voters with their Town Meeting decisions. It should be remembered that capital programming is an ongoing process, and as such will be reviewed and revised annually as shifting needs and priorities are examined.

Respectfully submitted,

Barbara Bowens, Chairman
William Lehmberg
Harlan Meal
Douglas Mitchell
Robert Paine

## CAPITAL BUDGET AND PROGRAM SUMMARY

| | ACTUAL | | BUDGET | PROPOSED PROGRAM | | | |
|---|---|---|---|---|---|---|---|
| | 1978 | 1979 | 1980 | 1981 | 1982 | 1983 | 1984 |
| 1. General Government | $ | $ | $16,500 | $ | $ | $ | $ |
| 2. Police Department | 17,350 | 21,671 | 22,000 | 23,500 | 25,200 | 27,000 | 28,800 |
| 3. Fire Department | 10,000 | 10,000 | | | | 49,000 | |
| 4. Inspection | | | 5,300 | | | | |
| 5. School | 11,645 | | 27,000 | 30,500 | 27,600 | 25,100 | 51,100 |
| 6. Library | 11,000 | | 10,000 | 10,000 | 10,000 | 5,000 | 10,000 |
| 7. Park & Recreation Dept. | 36,114 | 6,800 | 31,300 | 30,000 | 21,800 | 8,600 | 14,400 |
| 8. Highway Department | 413,590 | 136,965 | 42,000 | 130,800 | 143,100 | 98,100 | 131,000 |
| 9. Unclassified | 822,209 | 2,900 | | | | | |
| 10. Septage Facility | | | | | 37,500 | 36,000 | 34,500 |
| 11. Library Addition | | | | | | 60,000 | 58,000 |
| 12. Conservation Comm. | | 56,000 | | | | | |
| CAPITAL TOTAL | $ 1,321,908 | $234,336 | $160,100 | $224,800 | $265,200 | $308,800 | $327,800 |
| 13. Water Department | 22,175 | 88,000 | 95,000 | 70,000 | 70,000 | 70,000 | 85,000 |

Lines 1-8 to be financed by immediate taxation.
Line 10, Septage facility to be financed by borrowing $150,000.
Line 11, Library addition to be financed by borrowing $400,000, subject to the availability of matching funds.
Line 13, Water Department capital expenditures are financed by water revenues.

## PROPOSED CAPITAL BUDGET AND PROGRAM - 1980 COSTS INFLATED AT 7% PER YEAR

| BUDGET | PROPOSED PROGRAM | | | | | |
|---|---|---|---|---|---|---|
| | 1980 | 1981 | 1982 | 1983 | 1984 | NOTES |
| GENERAL GOVERNMENT | $ | $ | $ | $ | $ | |
| Computer Voting | 16,500 | | | | | |
| POLICE DEPARTMENT | | | | | | |
| Patrol Cars (4) | 22,000 | 23,500 | 25,200 | 27,000 | 28,800 | |
| FIRE DEPARTMENT | | | | | | |
| Pick-up Truck | 7,000 | | | | | $22,000 in Fire Equipment Reserve will cover capital cost until 1983 |
| Chief's car | | 6,400 | | | | |
| Ambulance Chassis | | | 8,000 | | | |
| Pumper | | | | 49,000 | | |
| TOTAL | 7,000 | 6,400 | 8,000 | 49,000 | | |
| INSPECTION | | | | | | |
| Dog Officer Truck | 5,300 | | | | | |
| SCHOOLS | | | | | | |
| School Bus | 16,000 | | | | 24,900 | |
| BOSS Program | | 19,800 | 16,700 | 13,500 | 14,400 | |
| Roof Repair | 11,000 | 10,700 | 10,900 | 11,600 | 11,800 | |
| TOTAL | 27,000 | 30,500 | 27,600 | 25,100 | 51,100 | |
| LIBRARY | | | | | | |
| Maintenance | 10,000 | 10,000 | 10,000 | 5,000 | 10,000 | |
| TOTAL | 10,000 | 10,000 | 10,000 | 5,000 | 10,000 | |
| PARK & RECREATION DEPT. | | | | | | |
| F-250 Truck/Plow | 9,000 | | | | | |
| F-10 Mowing Tractor | 16,300 | | | | | |
| F-25 Truck | 6,000 | | | | | |
| Tractor Front-End | | 19,300 | | | | |
| F-350 Dump Truck | | 10,700 | | | | |
| Bronco Plow | | | 9,200 | | | |
| F-600 Dump/Plow | | | 12,600 | | | |
| Small Dump Truck | | | | 8,600 | | |
| F-250 Truck/Plow | | | | | 14,400 | |
| TOTAL | $ 31,300 | $ 30,000 | $ 21,800 | $ 8,000 | $ 14,400 | |

| | BUDGET | PROPOSED PROGRAM | | | | |
|---|---|---|---|---|---|---|
| | 1980 | 1981 | 1982 | 1983 | 1984 | NOTES |
| HIGHWAY DEPARTMENT | $ | $ | $ | $ | $ | |
| Pick-up Truck | 7,000 | | | | | |
| 12-Ton Truck | | 32,100 | | | | |
| 12-Ton Truck | | | 34,300 | | | |
| 12-Ton Truck | | | | 36,800 | | |
| 1-Ton Truck | 9,000 | | | | | |
| Compactor | | | 108,800 | | | |
| Loader (Michigan) | | 50,000 | | | | |
| Loader (Trojan) | | 33,700 | | | | |
| Basin Cleaner | | | | 61,300 | | |
| Plow | | 15,000 | | | | |
| Bull Dozer | | | | | 131,000 | |
| Salt Shed | 32,000 | | | | | |
| TOTAL | 48,000 | 130,800 | 143,100 | 98,100 | 131,000 | |
| TOTAL | 160,100 | 224,800 | 227,700 | 212,800 | 235,300 | |
| EFFECT ON TAX RATE (Excluding Debt Service) | .73 | 1.04 | 1.05 | .99 | 1.09 | Based on 1979 rate 216,000/1.00 |

The Capital Planning Committee is anticipating probable additional future capital expenditures in the following areas:

Public Safety Building Improvements
Highway Garage Improvements
Major Road Repair and Maintenance

However, these items are not considered in this report pending receipt of study reports.

## PROPOSED CAPITAL BORROWING PROGRAM

| | 1980 | 1981 | 1982 | 1983 | 1984 | NOTE |
|---|---|---|---|---|---|---|
| Debt Service (Current) | $ 1,019,797 | $ 900,523 | $ 849,538 | $ 409,578 | $ 393,636 | |
| '82 Septage Facility 150,000 | | | 37,500 | 36,000 | 34,500 | 5 years @ 5% |
| '83 Library Addition 400,000 | | | | 60,000 | 58,000 | 10 years @ 5% |
| Debt Service Total | $ 1,019,797 | $ 900,523 | $ 887,038 | $ 505,578 | $ 486,136 | |
| Effect on Tax Rate | | | | | | |
| Debt Service | 4.72 | 4.17 | 4.10 | 2.34 | 2.25 | |
| Capital Items Paid Immediately | .73 | 1.04 | 1.05 | .99 | 1.09 | |
| Total Effect | 5.45 | 5.21 | 5.15 | 3.33 | 3.34 | |
| Water Department | $ | $ | $ | $ | $ | |
| New Standpipe | 65,000 | 65,000 | 65,000 | 65,000 | 65,000 | CPC has not attempted |
| Replace Backhoe | | | | | 20,000 | to estimate the effects |
| New Truck | 5,000 | 5,000 | 5,000 | 5,000 | | of these amounts on |
| Land | 25,000 | | | | | the water rate |
| | $ 95,000 | $ 70,000 | $ 70,000 | $ 70,000 | $ 85,000 | |

APPENDIX E

SALARY AND WAGES ($16,000 or more)

THE FOLLOWING AMOUNTS ARE FROM W-2 FORMS FOR CALENDAR YEAR 1978, AND INCLUDE ANY OVERTIME AND STIPENDS

| | | | |
|---|---|---|---|
| **GENERAL GOVERNMENT:** | | | |
| Executive Secretary | $23,122 | Town Surveyor | $19,875 |
| Administrative Asst. | 19,682 | Data Proc. Coord. | 16,431 |
| **HEALTH:** | | | |
| Social Worker | $21,441 | | |
| **PARK DEPARTMENT:** | | | |
| Superintendent | $19,608 | | |
| **HIGHWAY DEPARTMENT:** | | | |
| Superintendent | $21,752 | Foreman | $17,802 |
| Foreman | 17,496 | Master Mechanic | 17,706 |
| Foreman | 18,527 | Equipment Operator | 16,328 |
| Mechanic-Welder | 16,331 | Equipment Operator | 17,033 |
| **WATER DEPARTMENT:** | | | |
| Superintendent | $19,609 | Maint. Man | $16,093 |
| Maint. Man | 16,796 | | |
| **POLICE DEPARTMENT: (INCLUDES OVERTIME AND PRIVATE DETAILS)** | | | |
| Chief | $25,602 | Patrolman | $16,192 |
| Lieutenant | 20,026 | Patrolman | 21,576 |
| Youth Officer | 22,315 | Patrolman | 19,248 |
| Sergeant | 25,667 | Patrolman | 21,166 |
| Sergeant | 20,859 | Patrolman | 22,508 |
| Sergeant | 19,391 | Patrolman | 20,948 |
| Sergeant | 22,466 | Patrolman | 24,314 |
| Sergeant | 22,693 | Patrolman | 18,939 |
| Patrolman/Detective | 16,107 | Patrolman | 18,808 |
| Prosecutor | 20,116 | | |
| **FIRE DEPARTMENT: (INCLUDES OVERTIME)** | | | |
| Chief | $20,452 | Firefighter | $18,188 |
| Deputy Chief | 23,556 | Firefighter | 17,393 |
| Captain | 21,847 | Firefighter | 17,643 |
| Captain | 21,609 | Firefighter | 17,881 |
| Captain | 21,331 | Firefighter | 18,830 |
| Captain | 18,407 | Firefighter | 19,286 |
| Firefighter/Mechanic | 21,094 | Firefighter | 17,586 |
| Firefighter/Clerk | 19,485 | Firefighter | 17,271 |
| Firefighter/Electr. | 21,150 | Firefighter | 16,196 |
| Firefighter | 17,611 | Firefighter | 18,525 |
| Firefighter | 18,739 | Firefighter | 17,244 |
| Firefighter | 18,312 | | |

SCHOOL DEPARTMENT:

Administration:

| | | | |
|---|---|---|---|
| Superintendent | $43,986 | Asst.Supt.Curriculum | $18,745 (7 mos.) |
| Asst.Supt.Bus.Adm. | 30,849 | Asst.Supt.Personnel | 31,749 |

SYSTEM WIDE PERSONNEL:

| | | | |
|---|---|---|---|
| Dir.Health Educ. | $26,545 | Dir.Pupil Services | $24,849 |
| Plant Engineer | 16,474 | Social Worker | 16,699 |

PRINCIPALS:

| | | | |
|---|---|---|---|
| High School | $34,999 | Asst.Jr. High School | $26,099 |
| Asst.High School | 27,049 | Loker School | 27,699 |
| Asst.High School | 28,174 | Happy Hollow | 27,599 |
| Jr. High School | 30,974 | Claypit School | 28,099 |

DEPARTMENT HEADS:

| | | | |
|---|---|---|---|
| $27,296 | $21,123 | $23,001 | $22,931 |
| 20,083 | 23,328 | 24,443 | 18,786 |
| 24,622 | 22,931 | 24,171 | |

LIBRARIANS: $20,605, 22,453

METCO COORDINATOR: $16,733

SPECIAL NEEDS COORD: $16,006

TEACHERS:

| | | | | |
|---|---|---|---|---|
| $17,901 | $22,296 | $26,067 | $16,609 | $24,021 |
| 24,480 | 16,003 | 22,500 | 22,296 | 20,255 |
| 26,570 | 23,671 | 17,779 | 17,823 | 24,021 |
| 20,054 | 20,179 | 23,569 | 18,467 | 25,647 |
| 22,296 | 17,490 | 22,441 | 21,408 | 19,112 |
| 20,051 | 17,914 | 19,190 | 23,671 | 23,886 |
| 24,959 | 20,920 | 22,296 | 19,966 | 22,296 |
| 24,804 | 22,576 | 17,901 | 18,036 | 18,054 |
| 18,054 | 16,805 | 16,889 | 16,805 | 20,255 |
| 18,552 | 26,242 | 22,296 | 22,917 | 16,231 |
| 22,576 | 18,980 | 23,047 | 17,901 | 18,061 |
| 22,198 | 20,227 | 16,732 | 17,506 | 17,779 |
| 20,605 | 22,996 | 16,805 | 17,901 | 19,553 |
| 25,647 | 17,490 | 20,255 | 17,057 | 24,021 |
| 22,296 | 23,671 | 17,938 | 20,255 | 20,744 |
| 18,492 | 22,651 | 17,490 | 18,036 | 17,901 |
| 17,901 | 20,324 | 19,540 | 18,613 | 25,320 |
| 23,429 | 18,036 | 23,671 | 24,655 | 21,122 |
| 20,983 | 17,779 | 17,901 | 19,717 | 16,870 |
| 18,426 | 18,757 | 17,901 | 22,296 | 16,073 |
| 16,259 | 23,316 | 20,224 | 20,255 | 18,251 |
| 17,860 | 20,255 | 20,255 | 19,292 | 17,700 |
| 19,136 | 20,170 | 17,015 | 18,552 | 20,255 |
| 17,779 | 17,099 | 21,662 | 20,255 | 23,237 |
| 18,651 | 20,395 | 21,746 | 20,255 | |

APPENDIX F

REFER TO ARTICLE 21

Chapter 40, Section 21D.

Noncriminal disposition of ordinance, by-law, or municipal rule and regulation violations; notice to appear; payment of fine or appearance at hearing; disposition upon hearing or failure to appear.

Any town may by ordinance or by-law not inconsistent with this section provide for noncriminal disposition of violations of any ordinance or by-law or any rule or regulation of any municipal officer, board or department the violation of which is subject to a specific penalty.

Any such ordinance or by-law shall provide that any person taking cognizance of a violation of a specific ordinance, by-law, rule or regulation which he is empowered to enforce, hereinafter referred to as the enforcing person, as an alternative to initiating criminal proceedings shall, or, if so provided in such ordinance or by-law, may, give to the offender a written notice to appear before the clerk of the district court having jurisdiction thereof at any time during office hours, not later than twenty-one days after the date of such notice. Such notice shall be in triplicate and shall contain the name and address, if known, of the offender, the specific offense charged, and the time and place for his required appearance. Such notice shall be signed by the enforcing person, and shall be signed by the offender whenever practicable in acknowledgement that such notice has been received.

The enforcing person shall, if possible, deliver to the offender a copy of said notice at the time and place of the violation. If it is not possible to deliver a copy of said notice to the offender at the time and place of the violation, said copy shall be mailed or delivered by the enforcing person, or by his commanding officer or the head of his department or by any person authorized by such commanding officer, department or head to the offender's last know address, within fifteen days after said violation. Such notice as so mailed shall be deemed a sufficient notice, and a certificate of the person so mailing such notice that it has been mailed in accordance with this section shall be prima facie evidence thereof.

At or before the completion of each tour of duty, or at the beginning of the first subsequent tour of duty, the enforcing person shall give to his commanding officer or department head those copies of each notice of such a violation he has taken cognizance of during such tour which have not already been delivered or mailed by him as aforesaid. Said commanding officer or department head shall retain and safely preserve one copy and shall, at a time not later than the next court day after such delivery or mailing, deliver the other copy to the clerk of the court before which the offender has been notified to appear. The clerk of each district court and of the Boston municipal court shall maintain a separate docket of all such notices to appear.

Any person notified to appear before the clerk of a district court as hereinbefore provided may so appear and confess the offense charged, either personally or through a duly authorized agent or by mailing to such clerk with the notice such specific sum or money not exceeding two hundred dollars as the town shall fix as penalty for violation of the ordinance, by-law, rule or regulation. Such payment shall if mailed be made only by postal note, money order or check. The payment to the clerk of such sum shall operate as a final disposition of the case.

Chapter 40, Section 21D, cont.

An appearance under this paragraph shall not be deemed to be a criminal proceeding. No person so notified to appear before the clerk of a district court shall be required to report to any probation officer, and no record of the case shall be entered in any probation records.

If any person so notified to appear desires to contest the violation alleged in the notice to appear and also to avail himself of the procedure established pursuant to this section, he may, within twenty-one days after the date of the notice, request a hearing in writing. Such hearing shall be held before a district court judge, clerk, or assistant clerk, as the court shall direct, and if the judge, clerk, or assistant clerk shall, after hearing, find that the violation occurred and that it was committed by the person so notified to appear, the person so notified shall be permitted to dispose of the case by paying the specific sum of money fixed as a penalty as aforesaid, or such lesser amount as the judge, clerk or assistant clerk shall order, which payment shall operate as a final disposition of the case. If the judge, clerk, or assistant clerk shall, after hearing, find that violation alleged did not occur or was not committed by the person notified to appear, that finding shall be entered in the docket, which shall operate as a final disposition of the case. Proceedings held pursuant to this paragraph shall not be deemed to be criminal proceedings. No person disposing of a case by payment of such a penalty shall be required to report to any probation office as result of such violation, nor shall any record of the case be entered in the probation records.

If any person so notified to appear before the clerk of a district court fails to pay the fine provided hereunder within the time specified or, having appeared, does not confess the offense before the clerk or pay the sum of money fixed as a penalty after a hearing and finding as provided in the preceding paragraph, the clerk shall notify the enforcing person who issued the original notice, who shall determine whether to apply for the issuance of a complaint for the violation of the appropriate ordinance, by-law, rule or regulation.

As used in this section the term "district court" shall include, within the limits of their jurisdiction, the municipal court of the city of Boston and the housing courts of the city of Boston and the county of Hampden.

The notice to appear provided for herein shall be printed in such form as the chief justice of the municipal court of the city of Boston shall prescribe for said court, and as the chief justice of the district courts shall prescribe for the district courts. Said notice may also include notice of violations pursuant to section eleven C of chapter eighty-five, sections eighteen A, twenty A or twenty C of chapter ninety and section sixteen A of chapter two hundred and seventy. Any fines imposed under the provisions of this section shall be distributed in accordance with section two of chapter two hundred and eighty.

Added by St.1977, c. 401,#2.

REFER TO ARTICLE 13.

## AUTHORIZE WAYLAND HOUSING AUTHORITY TO MAKE GRANT APPLICATION

Chapter 121B, Section 39.

Power to provide housing for elderly and handicapped persons of low income.

The housing authority of each city or town organized under section three shall have power to provide housing for elderly persons of low income and handicapped persons of low income, either in separate projects or as a definite portion of any other projects undertaken under sections twenty-five to forty-four, inclusive, of this chapter, or in remodeled or reconstructed existing buildings, and the provisions of sections one to forty-four, inclusive, of this chapter shall, so far as apt, be applicable to projects and parts of projects undertaken under sections thirty-eight through forty-one except as otherwise provided in section forty or elsewhere in this chapter.

In any town in which a veterans' housing project or project for the housing of elderly persons has already been constructed or established, the local housing authority shall not be empowered to erect a new housing project for elderly persons nor shall a contract for financial assistance applicable to the construction of a new project for the housing of elderly persons be entered into pursuant to the provisions of section forty-one until there shall have been submitted to, and approved by vote of, an annual town meeting or a special town meeting called therefor, the question whether the local housing authority should be empowered to erect such new housing project, for one of the purposes authorized by law, as said authority should thereafter determine to be reasonably necessary and feasible.

TOWN OF WAYLAND
*Board of Selectmen*
38 COCHITUATE ROAD
WAYLAND, MASS. 01778

Bulk Rate
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